

**CITY COUNCIL OF MONTEREY PARK  
AND THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE  
FORMER REDEVELOPMENT AGENCY  
AGENDA**

**REGULAR MEETING  
Monterey Park City Hall Council Chambers  
320 W. Newmark Avenue, Monterey Park, CA 91754**

**Wednesday  
November 4, 2015  
7:00 PM**

**MISSION STATEMENT**

**The mission of the City of Monterey Park is to provide excellent services  
to enhance the quality of life for our entire community.**

Communication by the Public is an important part of the Local Government Process. Staff reports, writings, or other materials related to an item on this Agenda, which are distributed to the City Council/Agency Board less than 72 hours before this scheduled meeting are available for public inspection in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours. Such staff reports, writings, or other materials are also on the City's website subject to staff's ability to post the materials before the meeting. The City's website is located at [www.montereypark.ca.gov](http://www.montereypark.ca.gov). Copies of staff reports and/or written documents pertaining to any item on the Agenda are on file in the Office of the City Clerk and are available for public inspection during regular business hours.

**PUBLIC COMMENTS ON AGENDA ITEMS**

For members of the public wishing to address the City Council regarding any item on this Agenda including the Consent Calendar or Oral Communications, please fill out a speaker card and return it to the City Clerk before the announcement of the Agenda Item.

Speakers are provided five (5) minutes per individual on each published agenda item. Individual speakers may consolidate time with another speaker's time; the total consolidated time cannot exceed two (2) minutes per speaker giving up time. However in the interest of ensuring that all members of the Public have an equal opportunity to participate, a single speaker cannot speak for more than ten (10) minutes on an individual Agenda item. If there are a large number of speakers on a particular agenda item, the Mayor, as confirmed by the City Council may reduce the amount of time allotted to each speaker or limit the total amount time allowed for speakers to address the agenda item. At the conclusion of that period of time, the speaker will be asked to please conclude their remarks so that the next speaker may begin their comments.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall, (626) 307-1359. Please notify the City Clerk's Office twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure availability of audio equipment for the hearing impaired. Council Chambers are wheelchair accessible.

PLEASE NOTE that this Agenda includes items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

**CALL TO ORDER** Mayor  
**FLAG SALUTE** The Monterey Park Fire Explorers  
**ROLL CALL** Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person) While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

## **ORAL AND WRITTEN COMMUNICATIONS**

### **[1.] PRESENTATIONS**

#### **1-A. AN UPDATE ON THE CALENDAR OF PROPOSED EVENTS FOR THE CENTENNIAL CELEBRATION BEING PLANNED FOR 2016.**

### **[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)**

## **NEW BUSINESS**

#### **2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF NOVEMBER 4, 2015**

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve payment of warrants and adopt Resolution of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **November 4, 2015 totaling \$16.65** and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

#### **2-B. SUCCESSOR AGENCY MINUTES**

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve the minutes from the regular and special meeting of October 7, 2015; and
- (2) Take such additional, related, action that may be desirable.

### **[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR - None.**

### **[4.] PUBLIC HEARING - None.**

### **[5.] OLD BUSINESS**

#### **5-A. AWARD OF CONTRACT FOR CITYWIDE TREE TRIMMING AND MAINTENANCE SERVICES**

It is recommended that the City Council consider

- (1) Waiving the bidding requirements pursuant to Monterey Park Municipal Code §3.20.050 and "piggy-back" on the bidding process utilized by the City of Redondo Beach in April 2015;
- (2) Authorizing the City Manager to execute an three year agreement, in a form approved by the City Attorney, with West Coast Arborists, Inc. for \$265,000 per year (or annual adopted maintenance budget), with a two-year renewal option in 2018; and
- (3) Take such additional, related, action that may be desirable.

**5-B. A RESOLUTION TO AMEND THE FISCAL YEAR 2015-16 BUDGET TO ALLOCATE 50% OF THE \$1,833,519 OF THE SET ASIDE FOR ECONOMIC DEVELOPMENT ACTIVITIES IN THE DOWNTOWN MONTEREY PARK**

It is recommended that the City Council consider

- (1) Affirming that the boundary of the City's Downtown is that identified in the General Plan Land Use Element encompassing the Downtown Core and Perimeter;
- (2) Adopting a resolution amending the FY 2015-2016 City Budget to allocate the remaining 50% of the \$1,833,519 (approximately \$916,760) for economic development activities in the Downtown Monterey Park; and
- (3) Take such additional, related, action that may be desirable.

**[6.] NEW BUSINESS**

**6-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF NOVEMBER 4, 2015**

It is recommended that the City Council

- (1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **November 4, 2015 Totaling \$694,093.83** and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

**6-B. CITY COUNCIL MINUTES**

It is recommended that the City Council

- (1) Approve the minutes from the regular and special meeting of October 7, 2015 and the Joint Centennial meeting of October 14, 2015; and
- (2) Take such additional, related, action that may be desirable.

**6-C. CONSIDERATION OF BUSINESS IMPROVEMENT DISTRICT NO. 1 (BID) ANNUAL REPORT AND THE RESOLUTION OF INTENT TO SET THE PUBLIC HEARING DATE TO CONSIDER THE 2016 ASSESSMENTS**

It is recommended that the City Council

- (1) Receive and file the 2015 Annual Report with the City Clerk;
- (2) Adopt the Resolution of Intent and set the Public Hearing for November 18, 2015 for consideration of the 2016 BID assessments; and
- (3) Take such additional, related, action that may be desirable.

**6-D. AUTHORIZE TRANSFER OF UNCLAIMED MONIES TO THE GENERAL FUND PURSUANT TO GOVERNMENT CODE §§ 50050-50056**

It is recommended that the City Council

- (1) Adopt a resolution authorizing the transfer of permanently escheated unclaimed bond deposits held in a special fund to the City's General Fund pursuant to Government Code §§ 50050-50056 and the Administrative Policy and Procedure No. 20-26 (Attachment 4); and
- (2) Take such additional, related, action that may be desirable.

**6-E. STAFF IS REQUESTING DIRECTION FROM THE CITY COUNCIL REGARDING THE LIONS CLUB LEASE OF A PORTION OF THE SERVICE CLUB**

It is recommended that the City Council

- (1) Maintain the status quo, extending the term of the current lease for three years at a rate of \$160 per month, with an option of extending the agreement for an additional three years at the end of the term; authorize the City Manager to execute the extension of the lease in a form approved by the City Attorney; **OR**
- (2) Adjust the lease payment to \$1.00 per year and extend the term of the current lease for three years, with an option of extending the agreement an additional three years at the end of the term; authorize the City Manger to execute the extension of the lease and the reduction of the lease payment in a form approved by the City Attorney; **OR**
- (3) Issue a Three Day Notice to Quit for the site unless, the Monterey Park Lions Club and White Cane Days Inc. are completely caught up with their lease payments; **AND/OR**
- (4) Take such additional, related, action that may be desirable.

**[7.] COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS**

**[8.] CLOSED SESSION- None.**

**ADJOURN**

## ORAL AND WRITTEN COMMUNICATIONS

## **PRESENTATION**



# City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** (SA) New Business  
Agenda Item 2-A.

**TO:** The Honorable Mayor and City Council  
**FROM:** Chu Thai, Director of Management Services  
Annie Yaung, CPFO, Controller  
**SUBJECT:** Warrant Register for Successor Agency to the Former Community  
Redevelopment Agency of  
**November 4, 2015**

## **RECOMMENDATION:**

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. \_\_\_\_\_ of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **November 4, 2015 totaling \$16.65** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

## **EXECUTIVE SUMMARY:**

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **297**.

## **BACKGROUND:**

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park, Acting as the Successor Agency to the Former Community Redevelopment Agency (SA). I also certify that there are monies available for the payments thereof. Please note that amounts being paid by the SA funds in this warrant register represented expenditures incurred, which are pending for approval by the Oversight Board.

**FISCAL IMPACT:**

Disbursements from all funds total **\$16.65.**

Respectfully submitted:

Prepared by:

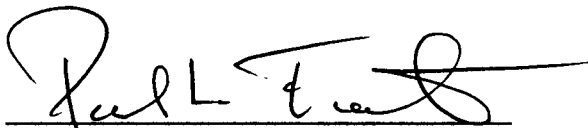


\_\_\_\_\_  
Chu Thai  
Director of Management Services



\_\_\_\_\_  
Annie Yaung, CPFO  
Controller

Approved By:



\_\_\_\_\_  
Paul L. Talbot  
City Manager

Attachments: Warrant Register



RESOLUTION NO. SA-\_\_\_\_\_

**A RESOLUTION OF THE  
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)  
ALLOWING CERTAIN CLAIMS AND DEMANDS  
PER WARRANT REGISTER DATED  
4TH DAY OF NOVEMBER 2015  
TOTALING \$16.65 AND SPECIFYING THE FUNDS OUT  
OF WHICH THE SAME ARE TO BE PAID**

THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY  
DOSE RESOLVE AS FOLLOWS:

SECTION 1. That the following claims and demands have been audited and that the same  
are hereby allowed from various funds in the following amounts:

Atlantic/Garvey Projects	\$ 16.65
Total	<u>\$ 16.65</u>

PASSED, APPROVED AND ADOPTED THE 4TH DAY OF NOVEMBER 2015.

\_\_\_\_\_  
Peter Chan, Mayor  
City of Monterey Park, California

ATTEST:

\_\_\_\_\_  
Vincent D. Chang, City Clerk  
City of Monterey Park, California

Resolution No. SA-  
Page 2

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES       ) ss.  
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY)  
OF CITY OF MONTEREY PARK       )

I hereby certify that this resolution was duly adopted by the  
Successor Agency to the Former Community Redevelopment Agency,  
at a regular meeting held on the 4th day of November 2015 by the following vote.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Vincent D. Chang, City Clerk  
City of Monterey Park, California

# **ATTACHMENT 1**

## **Warrant Register**

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0860-801-1203-32050	16.65	INTERNET/PHONE SERVICE		297	16.65
TOTAL FOR PREPAID WARRANTS						16.65
	PRINTED	16.65				
	E-PAYABLE	0.00				

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

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TOTAL FOR PREPAID WARRANTS	16.65
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	0.00
TOTAL FOR PRINTED E-PAYABLES	0.00
TOTAL WARRANTS	16.65
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	0
TOTAL E-PAYABLES PRINTED	0
TOTAL CHECKS ISSUED	1

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015  
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	16.65	0.00	16.65
	TOTAL	16.65	0.00	16.65



## City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** (SA) New Business  
Agenda Item 2-B.

**TO:** The Honorable Mayor and City Council  
**FROM:** Vincent D. Chang, City Clerk  
**SUBJECT:** Successor Agency (SA) Minutes

**RECOMMENDATION:**

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve the minutes from the regular and special meeting of October 7, 2015; and
- (2) Take such additional, related, action that may be desirable.

**EXECUTIVE SUMMARY:**

None.

**BACKGROUND:**

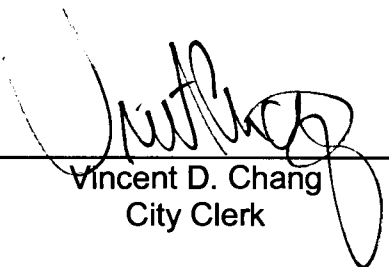
None.

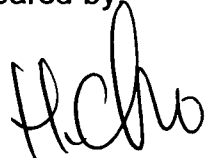
**FISCAL IMPACT:**

None.

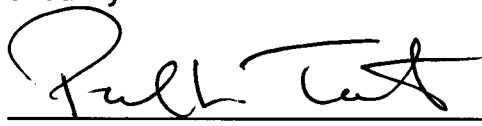
Respectfully submitted,

Prepared by:

  
\_\_\_\_\_  
Vincent D. Chang  
City Clerk

  
\_\_\_\_\_  
Helena Cho  
Secretary

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

**Attachments:** (Regular) October 7, 2015, (Special) October 7, 2015

**MINUTES  
MONTEREY PARK CITY COUNCIL  
SUCCESSOR AGENCY (SA)  
SPECIAL MEETING  
OCTOBER 7, 2015**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 7, 2015 at 6:00 p.m.

**CALL TO ORDER:**

Mayor Chan called the meeting to order at 6:00 p.m.

**ROLL CALL:**

City Manager Paul Talbot called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan

Council Members Absent: Mitchell Ing

Also Present: City Manager Paul Talbot, City Attorney Mark Hensley

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

None.

**ORAL & WRITTEN COMMUNICATIONS**

None.

**CLOSED SESSION**- The City Council adjourned to Closed Session at 6:00 p.m.

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - GOVERNMENT  
CODE § 54956.8: 1 item**

Property:	APN 5275-003-016 2300 Greenwood Ave Monterey Park CA 91755
City Negotiators:	Paul Talbot, City Manager; Mark Hensley, City Attorney
Negotiating Parties:	Monterey Park Retail Partners, LLC (Market Place Project)
Under Negotiation:	Price and terms of payment

**2. CONFERENCE WITH LABOR NEGOTIATOR - GOVERNMENT CODE § 54957.6**

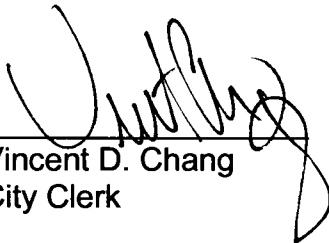
City Negotiators:	Paul Talbot, City Manager
Employee Organization:	Executive Management Employees



**RECONVENE & ADJOURNMENT**

The Council reconvened from Closed Session with all Council Members present and the meeting was adjourned at 7:00 p.m.

**Action Taken:** No reportable action taken during Closed Session.



Vincent D. Chang  
City Clerk

**MINUTES  
MONTEREY PARK CITY COUNCIL  
SUCCESSOR AGENCY (SA)  
REGULAR MEETING  
OCTOBER 7, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 7, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

**CALL TO ORDER:**

Mayor Chan called the meeting to order at 7:02 p.m.

**FLAG SALUTE:**

The Monterey Park Fire Explorers led the flag salute.

**ROLL CALL:**

City Clerk Vincent Chang called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan, Mitchell Ing arrived at 9:17 p.m.

Council Members Absent: None.

**ALSO PRESENT:** City Manager Paul Talbot, City Attorney Mark Hensley, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Police Chief Jim Smith, Recreation and Community Services Director Dan Costley, Management Services Director Chu Thai, Community and Economic Development Director Michael Huntley, Human Resources Director Tom Cody, City Librarian Norma Arvizu, Controller Annie Yaung, Assistant City Engineer Rey Alfonso, Water Utility Manager Frank Heldman, Deputy City Clerk Cindy Trang, Economic Development Specialist Donna Ramirez

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

None.

**1. PRESENTATION**

**1A. WATER CONSERVATION UPDATE AND STATUS REPORT ON WATER CAPITAL IMPROVEMENT PLAN**

**Discussion:** This item was heard after Item No. 6C. Water Utility Manager Heldman and Public Works Director/Assistant City Manager Bow presented the PowerPoint presentation.

**MISSION STATEMENT**

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

## **ORAL AND WRITTEN COMMUNICATIONS**

- Sarkis Antonian expressed concerns regarding water conservation, global warming, water heaters and the high speed rail.
- Joyce Chan, extended an invitation to the Council and the community to attend the 7<sup>th</sup> Annual Walk For Literacy.
- Larry Sullivan, president of the Lion's Club, provided updated information on the organization's Eyesight for Kids program and the possibility of extending the program to the City of Alhambra.
- Dominic Lombardo praised Council and staff for moving forward with the Monterey Park Village project.
- Johnny Thompson expressed concerns regarding the potential heavy rain from El Nino and suggested educating the community through mailers or a town hall meeting.

## **2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)**

### **NEW BUSINESS**

## **2A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF OCTOBER 7, 2015**

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 294-294.

**Action Taken:** This item was heard after Agenda, Additions, Deletions, Changes and Adoptions. The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency made a motion to approve Item Nos. 2A and 2B. The City Council approved payment of warrants and adopted Resolution No. SA-103 of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated October 7, 2015 totaling \$17.21 and specifying the funds out of which the same are to be paid.

**Motion:** Moved by Council Member Real Sebastian and seconded by Council Member Liang, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Chan
Noes:	Council Members:	None
Absent:	Council Members:	Ing
Abstain:	Council Members:	None

**Resolution No. SA-103**, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 7TH DAY OF OCTOBER 2015 TOTALING \$17.21 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

**2B. SUCCESSOR AGENCY MINUTES**

Approval of Minutes from the regular meeting and special meeting of September 2, 2015 of the Successor Agency to the former Monterey Park Redevelopment Agency.

**Action Taken:** The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, approved the minutes from the regular and special meeting of September 2, 2015. Motion taken with Item No. 2A.

**This is the end of Successor Agency (SA) items**



## City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** **Unfinished Business**  
**Agenda Item 5-A.**

**TO:** The Honorable Mayor and City Council  
**FROM:** Ron Bow, Director of Public Works / Assistant City Manager  
**SUBJECT:** Award of Contract for Citywide Tree Trimming and Maintenance Services

### **RECOMMENDATION:**

It is recommended that the City Council consider:

1. Waiving bidding requirements pursuant to Monterey Park Municipal Code § 3.20.050 and "piggy-back" on the bidding process utilized by the City of Redondo Beach in April 2015;
2. Authorizing the City Manager to execute an three year agreement, in a form approved by the City Attorney, with West Coast Arborists, Inc. for \$265,000 per year (or annual adopted maintenance budget), with a two-year renewal option in 2018;
3. Taking such additional, related, action that may be desirable.

### **EXECUTIVE SUMMARY:**

The City of Redondo Beach conducted a competitive bid process in April 2015 for tree trimming services. A review of that bidding process demonstrates that it is substantially similar to the City of Monterey Park's. Staff believes that "piggy-backing" on the City of Redondo Beach's bid process meets the Monterey Park Municipal Code ("MPMC") bidding requirements and would be an efficient and timely method of awarding a tree trimming contract.

### **BACKGROUND:**

In the last six months, nearby cities have undergone the competitive bidding process and awarded contracts to West Coast Arborist (WCA) for tree trimming services, including Santa Ana, Thousand Oaks, Irwindale, Glendale, Burbank, and Redondo Beach. Of these cities, Redondo Beach is most similar to Monterey Park's tree inventory and grid trim patterns. WCA agreed to provide Monterey Park with the same pricing and services as in Redondo Beach.

As part of the contract, WCA will perform a complete City street and park tree inventory, and provide both a digital and printed catalog of all 13,000 trees by location, species,

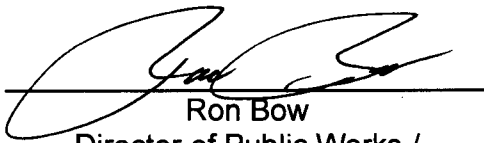
size and history. WCA will also provide the City with access to "Arbor Access," a tree inventory software program that will allow staff to monitor WCA vehicles, technicians and equipment, along with each targeted tree location by GPS coordinates on a daily basis.

Monterey Park previously utilized WCA; it is a reliable Contractor, with a high level of professionalism and exemplary safety record. Besides performing the normal City wide maintenance tasks, it has been highly responsive to the City's needs regarding same day hazards as they occur, or emergencies brought on by wind or rain events 365 days a year. WCA has been an active community participant at various City open house events including Earth Day, and will be an integral part of Arbor Day events being planned for April 2016. WCA has also forgone annual CPI increases in all but 4 of the 18 years they have been under contract with the City.

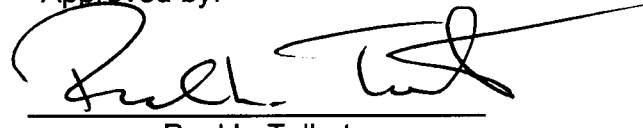
**FISCAL IMPACT:**

The cost is written into the contract as not to exceed the 2015-2016 Adopted Budget for contracted tree trimming and maintenance services of \$265,000. Expenditures this year are anticipated to be in the range of \$210,000 to \$255,000. This item will be paid out of the Parks Maintenance Division Budget, and is funded by both General Funds (Account 0010-801-6516-31190) and the Maintenance District 19-1 Funds (Account 0176-801-6516-31190).

Respectfully submitted by:

  
\_\_\_\_\_  
Ron Bow  
Director of Public Works /  
Assistant City Manager

Approved by:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

Reviewed by:

  
\_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney

**ATTACHMENTS:**

1. WCA pricing and scope of work

# **ATTACHMENT 1**

## **WCA PRICING/SCOPE OF WORK**

## **PROJECT DESCRIPTION AND/OR SCOPE OF SERVICES**

### **A1. Annual Grid Pruning**

On an annual basis Contractor shall perform systematic pruning of all trees in public parks, at City facilities, on street parkways and in street medians located within pre-designated districts, as assigned by the City. The City is divided into four (4) districts so that each tree in the City is pruned at least once each four (4) year period. It is the intent of the City that at least 90% of the trees pruned each year will be part of a pre-designated grid.

Trees shall be trimmed on a block by block basis on a set schedule. Consultant shall perform all trimming in accordance with the standards established by the International Society of Arboriculture, American National Standards Institute and the City of Redondo Beach

### **A2. Biennial Pruning In Key Corridors**

Every two (2) years Contractor shall perform systematic pruning of the following trees in key corridors:

- Chinese elms on Grant Avenue
- Palm trees on Catalina Avenue
- Palm trees on Artesia Boulevard
- Palm trees on Ripley Avenue and intersecting streets along the Ripley Avenue corridor as identified by the City
- Palm trees on Beryl Avenue between Prospect Avenue and North Harbor Drive
- Palm trees on Knob Hill Avenue between Sapphire Street and Esplanade
- View corridor trees in Veterans Park as designated by the City
- Trees in Wilderness Park as designated by the City

### **A3. Special Service Requests**

Contractor shall perform special pruning of trees requiring service prior to their regularly scheduled grid or annual trim to rectify a specific problem such as blocked street lighting or signs, right of way clearance for utility lines, or broken limbs. Contractor shall only provide "Service Request" pruning when directed by the City.

### **A4. Other Services**

Contractor shall provide other non-pruning services such as palm tree skinning and shaping, tree removals, tree planting and consulting arborist services on an as-needed basis. Contractor shall only perform such services when directed by the City.

### **A5. Amount of Work**

This Agreement does not guarantee any specific amount of work, as the scope, inventory and trimming frequency of trees may increase or decrease annually





depending upon public policy or available funding. The City currently trims every tree within the City at least once every four (4) years, completing one section of the tree grid each year. Certain species of trees require more frequent pruning and will be identified on an "as needed basis". The City's current tree inventory is approximately 12,000 trees.

**A6. Pruning Standards, Specifications and Requirements**

Contractor shall perform all work in conformance with the 2002 Pruning Standards of the Western Chapter ISA. The City's representative shall have complete and sole discretion in determining conformance and acceptability of trees trimmed by the Contractor. Trimmed trees rejected by the City's representative shall be excluded from payments to Contractor.

Contractor shall comply with Standards of CAL OSHA and the American National Standard Institute, Z133 Safety Requirements and ANSI A 300.

Contractor shall provide and post "No Parking" signs 72 hours in advance of the work and take them down immediately after work is completed. If work site is posted but work is postponed, signs must be removed at once. Trees posted but not pruned must be noted so that they can be done at a later date and not forgotten. Documentation of the information shall be submitted to the City's representative immediately to ensure that Contractor will return to prune the trees at the later date.

Contractor shall endeavor to maintain good public relations at all times. The work described in Exhibit "A" of this Agreement (hereinafter, "work" or "the work") shall be conducted in a manner that will cause the least possible interference and annoyance to the public. Work shall be performed by competent employees and supervised by an English-speaking supervisor, experienced in tree trimming operations. Contractor shall be responsible for advance notification to the residents at each work location of the intended tree pruning. This notification shall be in the form of a written notice that shall be secured to each tree to be trimmed at least 72 hours prior to the work being conducted. The notice shall include dates and times of parking prohibitions. Contractor shall be responsible to ensure that private property and vehicles at work locations are not endangered or damaged during the course of work.

Contractor shall exercise precautions as necessary when working adjacent to aerial and subterranean utilities. In the event that aerial utility wires present a hazard to Contractor's personnel or others near the work site, work shall cease immediately and the appropriate utility company notified. Work shall then commence in accordance with instructions from the utility company. In the event that work requires excavation, Contractor is responsible for appropriate notification of Underground Service Alert (USA) at 1-800-422-4133.

Contractor shall not use hooks, gaffs, spurs or climbers for such trimming. Any vine plant growing on the trees shall be removed at ground level.



Contractor shall make final pruning cuts without leaving stubs. Cuts shall be made in a manner to promote fast callous growth.

Contractor shall trim trees block by block, subject to the instructions of the City's Parks and Urban Forestry Manager or his authorized representative.

Contractor shall disinfect all pruning tools after trimming fungus, disease or fire blight-infected limbs or fronds. Contractor shall disinfect after each cut with alcohol or bleach sufficient to kill the disease organism without harming the tree.

Contractor shall not perform any crown reductions without prior written approval of the City.

**A7. Licensing and Qualifications**

The Contractor shall hold a State of California Contractor's License (C-27) and (D49) in addition to providing current OSHA certification for all aerial devices to be used during this project. Proof of both of these provisions must be provided at time of proposal submission and remain current throughout the term of the Agreement.

Persons performing the work outlined in this Agreement must be qualified and trained in the tree maintenance industry. This will include the staffing of an arborist, certified through the International Society of Arboriculture (ISA), and employed throughout the term of the contract as Site Supervisor. That site supervisor must be fluent in the English language and be able to communicate effectively with the public and city staff.

**A8. Specifications for "Street Tree Trimming"**

The specific techniques employed by Contractor shall be consistent with industry practice for the size and species of the tree being trimmed. All dead, broken, damaged, diseased or insect-infested limbs shall be removed at the trunk or main branch. All cuts shall be made sufficiently close (1/2 inch) to the parent stem so that healing can readily start under normal conditions. All limbs 2 inches or greater shall be undercut to prevent splitting. The remaining limbs and branches shall not be split or broken at the cut. All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline of the tree.

Trees shall be trimmed to provide a minimum clearance of fourteen (14) feet above the roadway and nine (9) feet above walkways where appropriate. Trees shall be trimmed to remove any obstruction around traffic control devices, traffic and business signs, and streetlights.

**A9. Specifications for "Special Service Request Pruning/Crew Rental Rate**

Special aesthetic or traffic vision clearance or similar issues may be required on a special request basis and may include trees in parks, at schools, or at civic/community facilities. Contractor shall be given specific locations for special service request trimming in writing by the Public Works Supervisor/Tree Maintenance and meet with the Public Works Supervisor/Tree Maintenance prior to any work being performed.



Certain very large, historic or otherwise significant trees requiring special attention may be identified for exceptional attention.

Trees designated for special request trimming shall be trimmed, shaped and thinned. The trimming shall provide a symmetrical shape and aesthetically pleasing appearance typical of the species. In addition, trees shall be trimmed to provide a minimum clearance of fourteen (14) feet above the roadway and nine (9) feet above walkways where appropriate. Trees shall also be trimmed to remove any obstruction around traffic control devices, traffic and business signs, and streetlights. Pruning shall be done in such a manner as to ensure effectiveness of the device being cleared around. Additional trimming shall be performed to mitigate any extreme effect of the clearance trimming and provide an aesthetic appearance.

The specific techniques employed shall be consistent with industry practice for the size and species of tree being trimmed. All dead, broken, damaged, diseased or insect infested limbs shall be removed at the trunk or main branch. All cuts shall be made sufficiently close (1/2 inch) to the parent stem so that healing can readily start under normal conditions. All limbs 2 inches or greater shall be undercut to prevent splitting. The remaining limbs and branches shall not be split or broken at the cut. All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline of the tree. All trees shall be thinned of smaller limbs to distribute the foliage evenly.

#### **A10. Specifications for Palm Tree Trimming**

Standard trimming shall include removal of all dead, yellowed and a limited number of live fronds so that the remaining healthy fronds form an angle no greater than 30 degrees in relation to a horizontal plane with the trunk of the palm tree. Additionally, two feet of old fronds/sheaths, if present, shall be removed from the bottom of the tree and upwards as part of annual grid pruning and biennial trimming. For Canary Island Date Palms two feet of trunk from the bottom up shall be shaped. No climbing spurs may be used in trimming palm trees.

#### **A11. Specifications for "Tree Removal"**

All trees to be removed shall be identified by the City's Parks and Urban Forestry Manager or his designee. Contractor shall only remove those trees so identified.

Trees shall be felled in a manner consistent with industry practice with the primary emphasis on the safety of the public and the protection of property.

Stumps shall be ground to a minimum of twenty-four (24) inches below the level of the adjacent ground to allow for a replacement tree of 24-inch box size. Holes shall be filled with the resulting chip/soil mix, compacted and raked level with the adjacent ground. All wood, debris and excess mulch shall be removed and the surrounding area shall be raked and/or swept clean. NOTE: If stump grinding does not follow within the same workday as removal, the tree trunk shall be left five (5) feet above grade, or a safety



barricade shall be placed and maintained over the stump until the stump grinding is complete.

Contractor shall be responsible for contacting Underground Service Alert (USA) at 1-800-422-4133 for the locating of underground utilities prior to stumping operations.

**A12. Specifications for "Root Pruning"**

Root pruning work will be specified on work orders to the contractor with specific street address and location, as well as identifying root pruning along the sidewalk or curb or both.

Roots shall be pruned immediately adjacent to the edge of the sidewalk or curb or other improvement. Root pruning cuts shall be four (4) inches wide, eighteen (18) inches deep as measured from the top of sidewalk, curb or adjacent improvement and extended eight (8) feet in each direction from the centerline of the tree sixteen (16) feet in total length.

Root pruning equipment shall be specifically designed for this purpose with cutting teeth sharpened adequately to sever roots in a clean manner and equipped with padded tracks or rubber tires to prevent scraping or marking of sidewalks.

All cuts shall be backfilled and compacted immediately upon completion of root pruning at each location. Backfill material shall consist of soil and/or mulch from root pruning and shall be free from rocks. All excess debris generated by these operations shall be immediately removed from the site and properly disposed of outside the right-of-way.

**A13. Specifications for Mandatory "Emergency/Call-Outs" 24 Hours per Day**

Contractor shall be required to provide emergency/"on-call" response to any City-identified tree-related hazard. This may be at night or during storm conditions or at any time as deemed necessary by the City. Contractor shall be given specific locations and the work to be done at each location via telephone call or in person by a City authorized representative. Contractor shall be required to commence work as indicated within ninety (90) minutes of the initial telephone call or in person notification and report back to the City representative upon completion of the work specified.

Contractor is required to provide 24-hour emergency phone numbers and the names of a minimum of two (2) contact individuals upon award of contract. Should the phone number or contact person change during the course of the contract, such changes shall be provided to the City within 24 hours.

The Contractor shall be required to provide all traffic control required during emergency operations. Should the work involve any high voltage lines, Contractor shall be required to notify the responsible utility company.

Work performed under the emergency provision of this Agreement shall be paid on a per "crew hour" basis. This rate shall include all labor, tools, equipment, disposal fees, and materials necessary for completing the emergency work.



**A14. Safety**

Contractor shall comply with the Standards of CAL OSHA and the American National Standard Institute (ANSI), Z 133.1-1988 Safety requirements including any City special conditions.

Contractor shall provide and post "No Parking" signs at least 72 hours in advance of the work on streets intended to be trimmed, while considering and coordinating with the street sweeping predetermined schedules where possible.

Contractor shall conform to all Caltrans traffic safety, permitting requirements and operating rules at all times while this Agreement is in effect.

Contractor shall be responsible for supplying and using all safety equipment necessary to close or delineate traffic lanes to through traffic. This is to include a high visibility arrow board(s) where appropriate. All traffic safety equipment must be approved for use by the City prior to use. All traffic delineation shall comply with the Work Area Traffic Control Handbook (WATCH).

Where work is in progress, no street may be closed. Work shall be performed on one side of the street at a time.

**A15. Clean Up**

Each day's scheduled work shall be completed and all debris, cuttings, trimmings removed from the site. Under no circumstances shall any brush, leaves, debris, trucks, or equipment remain on the street overnight without authorization from the Parks and Urban Forestry Manager/or his/her designee.

The City's Parks and Urban Forestry Manager or his/her designee shall be the sole judge as to the adequacy of the cleanup and shall have the authority to direct further cleanup with results expected that same day. Should this require use of City personnel on an overtime basis, such costs shall be deducted from Contractor's billing.

Contractor shall be responsible for the protection of all property and improvements adjacent to the work areas, including but not limited to sprinkler systems, drainpipes, lawns, plantings, brick or masonry work, mailboxes, lights, fences, walls, sidewalks, street paving or other improvements located on either public or private property. Any improvements removed or damaged, other than those scheduled for removal, shall be replaced in kind at Contractor's expense to the entire satisfaction of City staff and/or property owner. Replacement shall be no later than five (5) working days from the date of damage, unless extended by the City's Parks and Urban Forestry Manager.

**A16. Disposal of Materials**

All green waste produced as a result of the Contractor's operations under this Agreement shall be reduced, reused, recycled, and/or transformed. Weight slips shall be required as proof of final disposal and must be submitted with each demand for payment.



Reducing shall include, but not be limited to, chipping, grinding, and/or shredding operations. Disposal is to be at a recycling yard for use in a mulching program, and proof of such will be provided with each demand for payment.

Reusing will include, but not be limited to, using chipped, ground or shredded tree materials as mulch. If the Contractor has a location outside the City where such mulch may be applied, Contractor must provide documentation to the City (with each demand for payment) from the property owner indicating location and amount of material to be used at that location.

Recycling will include, but not be limited to, firewood that is too large to be chipped, ground or shredded for use as mulch. Transformation will include, but not be limited to firewood that is too large to be chipped, ground or shredded for use as mulch. If wood is to be kept for firewood by Contractor, Contractor must provide to the City proof of such an operation with each demand for payment.

The City shall receive all recycling credit for any materials recycled, subject to AB 939.

#### **A17. Inspection**

The City's representative shall, at all times, have access to the work and shall be furnished with every reasonable facility for ascertaining full knowledge respecting the process, workmanship and character of materials and equipment used and employed in the work.

Inspection of the work shall not relieve the Contractor of any obligation to fulfill the Agreement and/or complete the project as prescribed. Defective work shall be corrected immediately upon notification by City, notwithstanding the fact that such defective work may have been previously overlooked by the City's representative and accepted for payment.

Any work found to be unacceptable will be noted in writing. Upon receipt of a letter noting deficiencies, Contractor shall make a reasonable good faith effort to correct the deficiencies as determined by the City's representative within a reasonable period, not to exceed five (5) working days from notification. After this time period, if unacceptable conditions still exist, City has the right to deduct payment or terminate this Agreement immediately without penalty or prejudice.

#### **A18. Computer Documentation of Work Completed**

Contractor shall maintain automated records of all tree maintenance work completed. Maintenance records shall be updated at least weekly and provided to the City upon request.

Contractor shall provide training for up to five (5) City employees in the use of the computer-based record maintenance system, if requested by the City.





**A19. Schedule of Work and Hours of Operation**

Contractor shall be available to commence work on July 1, 2015. Contractor shall, prior to commencing work, submit and gain approval of a weekly work schedule indicating the order, location and completion of work based upon the information provided by the City representative.

Contractor shall notify the City of any changes in start date of each tree maintenance operation at least 24 hours in advance. Should Contractor discontinue work for any reason, the City must be notified immediately as to the rationale behind the shutdown and the restarting date of operations.

The general hours of operations shall be 7:00 a.m. to 4:00 p.m., Monday through Friday. However, some areas within the City may require that work be completed at night and/or on weekends, as directed by the City. Contractor shall coordinate and schedule operations with the City's representative to accommodate alternate work schedules. No work shall be performed without the written permission of the City's Parks and Urban Forestry Manager. Per City Municipal Code section 4-24.507, leaf blowers may not be used before 8:00 A.M.

The Contractor, field lead person or foreperson shall meet with the City's representative each Monday between 7:00 and 9:00 a.m. to preview the week's work, receive special instructions, and to discuss any problems encountered on the job during the previous week. At the end of each work day, Contractor shall report to City staff what work has been completed.

**A20. Form of Notification**

Contractor will provide brochures/door hangers entitled "Public Notice of Tree Trimming" which will be posted before a tree is to be pruned. The brochure/door hanger shall be supplied to the City's Park and Urban Forestry Manager or his/her designee for final approval as to form.

**A21. Invoicing**

Contractor shall submit an invoice for all work completed to the City's Public Works Department on a monthly basis. Invoices shall list the trees pruned by street address, species and other appropriate data acceptable to the City. Each invoice shall include all recycling receipts or proof of reusing and reducing solid waste. Failure to comply with the specified format will result in non-payment until said requirement is met.

**A22. Photographs**

When requested, contractor shall supply the city with photographs of "before" and "after" trimming that is suitable for reproduction.

Contractor shall supply the City's Parks and Urban Forestry Manager with photos of sites where damage has occurred to public and/or private property.



**A23. Contract Compliance Monitoring**

City's Public Works Department shall monitor Contractor's compliance with, and performance under the terms and conditions of this Agreement. Contractor shall make available for the inspection and/or copying by the City all records and accounts relating to the work performed or the service provided in this Agreement.

**A24. Contractor's responsibility**

Contractor shall be responsible for any damages whatsoever to City and private property as applicable when such property is the responsibility or in custody of the contractor's employees, subcontractors, or independent contractors utilized by Contractor to perform work pursuant to this Agreement.

**A25. Disputes**

All disputes shall be submitted to the City's Parks and Urban Forestry Manager whose decision shall be final, based upon the terms, conditions and intent of this Agreement.

**A26. Equipment and Vehicles**

Contractor shall provide all equipment and vehicles necessary to perform the required services, including but not limited to the following:

- Pickup trucks or other vehicles capable of transporting crews of two workers and necessary equipment between worksites
- All equipment needed and tools necessary for pruning and maintenance activities
- Work boots, gloves, safety glasses, hearing protection, reflective vests and any other safety equipment required by Cal-OSHA

All equipment, vehicles and tools must be clearly identified as property of the Contractor. All vehicles shall be kept in neat appearance.

**A27. Personnel**

Contractor shall provide all personnel, maintenance staff, supervising staff and other administrative and personnel services necessary for providing the services described in this Agreement.

Contractor will not remove any personnel identified in the Tree Pruning and Maintenance RFP issued April 2, 2015 (the "RFP") without the prior written consent of the City. Such consent will not be unreasonably withheld. The City may also at its sole option require the replacement of any key personnel assigned to perform work pursuant to this Agreement.

Contractor shall use appropriate screening and selection criteria for employing personnel. Those checks will include Department of Motor Vehicles (DMV) and criminal background checks, pre-employment drug screening and physicals of all employees





assigned to perform work pursuant to this Agreement. Contractor shall take the steps necessary to ensure all such employees perform their duties in a safe, legal, courteous, and professional manner at all times.

Contractor will make all reasonable efforts to ensure employees having contact with the public in the course of their duties are of good moral character. Any employee who is convicted of a felony or of a crime involving moral turpitude shall not be assigned to perform work pursuant to this Agreement.

**A28. Contract Manager**

Contractor shall provide a Contract Manager to coordinate the maintenance services provided pursuant to this Agreement. The Contract Manager must be able to read, verbalize and understand direction in English. The Contract Manager must be available to meet with or respond to inquiries from the City Monday through Friday between 7:00 AM and 5:00 PM. The Contract Manager may be required to attend meetings after normal work hours and report on maintenance services.

**A29. Drug and Alcohol Testing**

Contractor will provide a copy of its drug and alcohol program and will provide pre-employment drug and alcohol testing.

**A30. Vehicle Operators**

All vehicle operators will be required to have valid California Driver's Licenses for operation of vehicles required to perform work pursuant to this Agreement. Contractor shall monitor DMV records for vehicle operators to ensure their continued qualification and suitability for vehicle operation.

All vehicle operators will comply with California Vehicle Code (CVC) regulations and all other applicable Federal, State and local requirements.

**A31. Experience and Training**

Contractor shall provide workers with suitable experience and ability in providing the services desired.

Contractor shall develop, implement and maintain training and re-training programs for workers assigned to this contract. Training programs are subject to the City's approval prior to commencement of the term of this Agreement and annually throughout the term of the Agreement. Contractor is responsible for all costs associated with the required training. Required training activities may not interrupt or limit maintenance services.

Written documentation of all training, including new hires, recurrent, and retraining will be maintained by the contractor and furnished to the City upon request.

**A32. Uniforms**

Contractor will develop a dress code, including a standard uniform that will be approved by the City. The uniform will include coordinating shirts and pants/shorts, jackets and



hats. Maintenance workers shall wear name tags clearly displaying their names as well as the Contractor's company name and maintain a neat and clean appearance at all times while performing work pursuant to this Agreement. Uniforms shall be properly fitting and not be torn, baggy or oversized.

Consideration for safety must be applied to all dress code elements.

**A33. Accident and Incident Reporting**

Contractor shall develop, implement, and maintain formal procedures, approved by the City, to respond to, and shall report emergencies and routine concerns that occur in the course of providing maintenance services.

Contractor shall notify the City of any accident involving a maintenance worker or vehicle within one hour of the accident (regardless of the amount of damage or lack of damage) and immediately file a police report. In case of injury accidents, the City must be notified immediately, a written accident report must be delivered to the City within 24 hours and a complete report must follow as soon as practical.

**A33. Maintenance Records**

Contractor shall maintain all equipment and vehicle maintenance records required by law. Contractor will keep an accurate record of all repairs and maintenance performed by, or for, Contractor on all equipment and vehicles.

**A34. Compliance with Fair Employment Practice Act**

Contractor must comply with all applicable State of California labor law.



## EXHIBIT C

### SCHEDULE FOR COMPLETION

**Term.** This Agreement shall commence on July 1, 2015 and shall continue until June 30, 2019, unless otherwise terminated as herein provided. This Agreement may be extended for a single additional four (4) year period at the City's sole and complete discretion. Contract terms for the extension period would be negotiated should City wish to exercise such option.



## Exhibit D

### COMPENSATION

Provided Consultant is not in default under this Agreement, Consultant shall be compensated as provided below.

**1. AMOUNT.**

**Annual Not To Exceed Amount (based on projected levels of activities)**

Grid Pruning and Biennial Pruning	\$172,856
Non-Grid Pruning	\$31,280
Other Services	\$29,646
10% Contingency	\$23,378
<hr/>	
Total	\$257,160

- 2. METHOD OF PAYMENT.** Consultant shall provide invoices to City for approval and payment. Invoices must be adequately detailed, based on accurate records, and in a form reasonably satisfactory to City. Consultant may be required to provide back-up material upon request.
- 3. SCHEDULE FOR PAYMENT.** City agrees to pay Consultant within thirty (30) days of receipt of monthly invoices deemed satisfactory by City.
- 4. NOTICE.** Written notices to City and Consultant shall be given by registered or certified mail, postage prepaid and addressed to or personally served on the following parties.

Consultant

West Coast Arborists, Inc.  
Victor Gonzalez, Vice President  
2200 E. Via Burton  
Anaheim, CA 92806  
(714) 991-1900

City

City of Redondo Beach  
Engineering Department  
415 Diamond Street  
Redondo Beach, CA 90277  
Attention: Brad Lindhal



Contractor has carefully examined the tree population of the City of Redondo Beach and shall provide the following specified services to the City of Redondo Beach for an initial term of four (4) years.

**Grid or Annual Street Tree Trimming**

Systematic pruning of trees in pre-designated districts on a block by block basis on a set schedule:

All trees (other than palms)	Cost per tree	\$46.00
Palm trees (with 2 feet of skinning or shaping)	Cost per tree	\$46.00
Additional palm tree skinning or Shaping	Cost per foot	\$10.00

**Biennial Trimming in Key Corridors**

Systematic pruning of trees in designated key corridors every two years:

All trees (other than palms)	Cost per tree	\$78.00
Palm trees (with 2 feet of skinning or shaping)	Cost per tree	\$46.00
Additional palm tree skinning or shaping	Cost per foot	\$10.00

**Full Trim Based on Service or Special Requests**

Trees requiring service prior to their regularly scheduled grid or annual trim to rectify a specific problem.

Size of Tree	Cost per Tree
0" - 6" dsh	\$45.00
7" - 12" dsh	\$85.00
13" - 18" dsh	\$125.00
19" - 24" dsh	\$195.00
25" - 30" dsh	\$275.00



Greater than 30" dsh                      \$275.00

**Palm Tree Skinning or Shaping**

<b>Amount to be Skinned/Shaped</b>	<b>Cost per Foot</b>
0-50 feet	\$10.00
50-100 feet	\$10.00
100-250 feet	\$10.00
250-500 feet	\$10.00
Over 500 feet	\$10.00

**Tree Removals**

Complete tree and stump removal	per dsh inch	\$24.00
Tree removal only	per dsh inch	\$18.00
Stump removal only	per diameter inch	\$6.00

**Tree Planting**

15 gallon tree with root barrier	per tree	\$150.00
15 gallon tree without root barrier	per tree	\$135.00
24 inch box tree with root barrier	per tree	\$295.00
24 inch box tree without root barrier	per tree	\$275.00
36 inch box tree without root barrier	per tree	\$695.00

**Crew Rental (if needed for Special Service Requests)**

Standard maintenance crew of four (4) persons, one (1) chipper truck, one (1) aerial tower truck and chipper and all necessary saws and hand tools.

Per crew hour                      \$210.00

**Emergency Call Out/Mandatory Response**



Required 24 hours per day, 365 days per year. Contractor's staff must be onsite working to resolve emergencies within ninety (90) minutes of receiving a call from City staff identifying an emergency. Contractor must deploy sufficient staff and equipment to quickly resolve the emergency.

Per man hour      \$90.00

**Specialty Equipment**

95 ft. aerial tower      per hour      \$120.00

Crane      per hour      \$120.00

GPS Tree Inventory      per tree site      \$2.00

GPS Inventory of Infrastructure      per site      \$2.00

**Arborist Services**

Consulting services by certified arborist      per hour      \$140.00





## City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** **Unfinished Business**  
**Agenda Item 5-B.**

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Michael Huntley, Director of Community and Economic Development

**SUBJECT:** A resolution to amend the Fiscal Year 2015-16 Budget to allocate 50% of the \$1,833,519 of the set aside for economic development activities in Downtown Monterey Park.

### **RECOMMENDATION:**

It is recommended that the City Council consider:

1. Affirming that the boundary of the City's Downtown is that identified in the General Plan Land Use Element encompassing the Downtown Core and Perimeter;
2. Adopting a resolution amending the FY 2015-2016 City Budget to allocate the remaining 50% of the \$1,833,519 (approximately \$916,760) for economic development activities in Downtown Monterey Park; and
3. Taking such additional, related, action that may be desirable.

### **EXECUTIVE SUMMARY:**

On October 7, 2015, the City Council approved the second reading of the South Garfield Village Specific Plan and a resolution amending the FY 2015-2016 City General Fund Budget allocating 50% of the \$1,833,519 (approximately \$916,760) for economic development activities to the South Garfield Village Specific Plan area. These funds were earmarked for various capital improvements along South Garfield Avenue.

As part of the discussion, the City Council directed staff to prepare another resolution to amend the FY 2015-2016 City General Fund Budget to allocate the remaining fund balance for economic development activities in the Downtown Business Improvement District (BID).

On October 21, 2015, staff presented a resolution to the City Council to allocate approximately \$916,760 to the BID. Subsequent to City Council discussion on the matter, the Council directed staff to identify what constitutes the boundaries of the "Downtown" and return with a revised resolution with funding alternatives. Based on Council discussion, it appeared that the Council wanted to allocate the funds to a larger area than that of the BID. Attached is the revised resolution for City Council consideration (Attachment A).



## **DISCUSSION:**

At the October 21, 2015 City Council meeting, Council directed staff to identify what constitutes the boundaries of the "Downtown" and return with a revised resolution with funding alternatives. Since the City Council meeting, staff has identified that the General Plan Land Use Element provides a description and a map that identifies the boundary of the Downtown (Downtown Core and Perimeter). The Pedestrian Linkages Plan also identifies the same boundaries as that of the Land Use Element map. Both of these documents provide general recommendations for future improvements and/or studies for the Downtown. The following identifies the General Plan Land Use Element's description of the Downtown followed by bullet points identifying the comprehensive improvement plan. Staff has also provided the summary of the public realm recommendations (future improvements) from the Pedestrian Linkages Plan for the Downtown as a comparison to the Land Use Element recommendations.

**Land Use Element.** The Garfield/Garvey intersection represents the heart of Downtown Monterey Park and indeed the City itself. On most Saturdays, Downtown pulses with shoppers visiting Downtown's specialty stores, particularly the stores offering unique imported goods and groceries sought by recent and first-generation Asian and Latin immigrants. On weekend evenings and Sundays, restaurants in Downtown attract patrons from throughout the San Gabriel Valley, Los Angeles County, and beyond.

Despite this appearance of activity, however, businesses and properties are not used to their full potential. Development consists largely of one-story buildings on small lots. Pedestrians face difficulties crossing Garvey Avenue and negotiating the many driveways that serve parking areas of individual businesses. Most parking is available only in private use, coordinated development, public streetscape improvements, and a symbiotic mix of commercial and residential uses that would create a more vibrant and economically productive district.

To create a Downtown that can accommodate specialty shops and services, enhance the City's tax base, encourage pedestrian use, and provide additional housing opportunities for all residents, the City will pursue a comprehensive improvement plan for the broader Downtown area, the boundaries of which are illustrated in Figure LU-3 attached. The improvement plan consists of the following elements:

- Land use policy allowing mixed-used development consistent with the MU I land use category.
- Development standards that allow for greater building intensity within the Downtown core (Figure LU-3) and more moderate intensity adjacent to residential neighborhoods surrounding Downtown.
- Reconfiguration of Garvey Avenue to provide 15 to 20 foot wide sidewalks, two travel lanes with a center median, and on-street parallel parking. This strategy, along

with the Downtown Parking Management Program described in the Circulation Element, will preserve parking for businesses in Downtown.

- Zoning regulations and City policies that accommodate and encourage outdoor dining areas and patios.
- Enhanced crosswalks and traffic signals at select intersections to better accommodate pedestrian movement. Traffic signals will be pedestrian activated.
- Comprehensive streetscape improvements to include, for example, attractive street trees, median landscape planting, and coordinated street furniture and fixtures.
- Public parking structures and/or lots to allow a “park once and shop” approach for Downtown visits.
- Comprehensive design guidelines that establish building themes, color palettes, front facade treatment options, and on-site landscaping standards.
- Zoning incentives that encourage lot consolidation and development of cohesive commercial centers.

**Pedestrian Linkages Plan.** The Pedestrian Linkages Plan includes a wide variety of recommendations for improvements to the public realm. Most of them can be considered “linkages” – improvements which increase the connectivity between destinations in downtown Monterey Park. While many of these linkages improvements are focused on the pedestrian, recommendations also address other circulation issues in downtown such as parking, traffic, and visual appeal. The list below identifies some of the key recommendations for the public realm, by category. Figure 1-3 illustrates how recommended public realm improvements would be distributed throughout Downtown Monterey Park and Figure 2-3 identifies the General Plan boundary for the Downtown.

***Pedestrian Recommendations:***

- Widen the public realm (sidewalks and landscaping) to 15' along Garvey Avenue and 12' along Atlantic Boulevard and Garfield Avenue.
- Add landscaping and street furniture to create a comfortable and pleasant pedestrian environment.
- Install curb bump-outs at some crosswalks to reduce the distance and time for pedestrians to cross the street.
- Install decorative crosswalks to improve pedestrian visibility.
- Embed flashing lights in crosswalks at non-signalized intersections to add pedestrian visibility.
- Install beeping crosswalk signals and crosswalk count-down timers to improve pedestrian safety.
- Make collector streets more pedestrian-oriented.

***Bicycle Recommendations:***

- Provide bicycle parking along major streets to provide cyclists with improved access to destinations along Downtown's corridors.
- Consider traffic calming on bicycle routes.
- Consider installation of Class II bicycle lanes along McPherrin Avenue.

***Transit Recommendations:***

- Provide circulator shuttle service to connect portions of downtown that are too far apart to walk.
- Improve bus stops with curb bump-outs where feasible.
- Improve regional access via proposed Metro Rapid bus on Atlantic Boulevard and Garvey Avenue.

***Parking Recommendations:***

- Develop a centralized public parking facility near Garvey/Garfield intersection.
- Generate funds for additional parking improvements.

***Wayfinding:***

- Design a parking signage program.
- Provide kiosks with information on street networks, surrounding businesses and community events.
- Provide an "Art Walk" along Garvey Avenue.
- Make the Internet available in public spaces using wireless technology.

***Public Space:***

- Provide additional public gathering spaces along streets in the Downtown.

***Streetscape Corridor Design Concepts:***

- Extend the existing Garvey streetscape already implemented in the Business Improvement District.
- Create a shady, relaxed streetscape along East Garvey.
- Establish new streetscape concepts for Atlantic and Garfield.

***Traffic Recommendations:***

- Install new traffic signals on Atlantic (between Hellman and Emerson) and at the Garfield/Roslyn intersection as new development occurs at these locations.
- Make intersection improvements such as street restriping as new development occurs.
- Make signal timing enhancements to improve traffic flow.

### ***Traffic Calming Recommendations:***

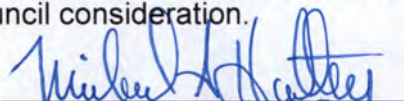
- Consider increased enforcement of speed limits in residential areas.
- Install neckdown or curb extensions to reduce crossing distance for pedestrians.
- Install speed humps where feasible to slow traffic.
- Install raised crosswalks to increase pedestrian visibility.
- Control cut-through traffic from the freeway.

### **Recommendation:**


Staff has reviewed the recommendations from both the Land Use Element and Pedestrian Linkage Plan for the Downtown and makes the following recommendation. Since on and off-street parking and vehicle and pedestrian circulation are key components to a successful downtown, it is recommended that funds be set aside to establish a Downtown Parking Management and Circulation Plan. Generally, such a plan would identify existing on and off-street parking facilities, evaluate the adequacy of the existing parking facilities and any short fall, identify opportunities for creating additional off-street parking (e.g., parking structures), create measures for managing the City's existing parking in the downtown to ensure adequate turnover of parking spaces, evaluate the adequacy of the signal timing for both vehicle and pedestrians, etc. Such a plan will not only benefit the BID, but also a much larger area of the Downtown and beyond. Any such Plan would require environmental review and analysis before it could be adopted.

Staff has prepared a draft resolution amending FY 2015-2016 City General Fund Budget to allocate the remaining funds to the Downtown Business Improvement District for City Council consideration.

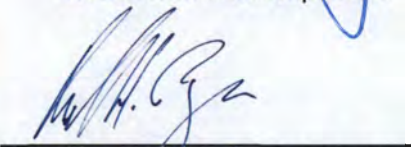
By:

  
Michael Huntley  
Director of Community and  
Economic Development

Approved:

  
Paul L. Talbot  
City Manager

Reviewed:

  
Karl H. Berger, Assistant City  
Attorney

Attachments:

Proposed Resolution  
Figure LU-3 (Land Use Element Map)  
Figure 1-3 and 2-3 (Pedestrian Linkages Maps)  
City Council Staff Report – October 21, 2015

# **ATTACHMENT 1**

## **Draft Resolution**

## **RESOLUTION NO.**

### **A RESOLUTION APPROVING A BUDGET ADJUSTMENT FOR THE DOWNTOWN BUSINESS IMPROVEMENT DISTRICT IN ACCORDANCE WITH RESOLUTION NO. 11749 (THE FISCAL YEAR 2015-2016 BUDGET RESOLUTION).**

The City Council for the City of Monterey Park does resolve as follows:

#### **SECTION 1:** *Findings.* The City Council finds and declares as follows:

- A. On September 16, 2015, the City Council introduced and waived first reading of an ordinance that will adopt the South Garfield Village Specific Plan (the "Specific Plan");
- B. To help implement the Specific Plan, the City Council voted to allocate 50% of the \$1,833,519 set aside for economic development to be used for certain public improvements including, without limitation, median improvements ("Improvements");
- C. As part of its action, the City Council directed the City Manager, or designee, to draft a plan to identify appropriate Improvements for construction;
- D. On October 7, 2015, the City Council introduced the second reading of an ordinance adopting the South Garfield Village Specific Plan (the "Specific Plan") along with approving a resolution allocating 50% of the \$1,833,519 set aside for economic development to be used in the South Garfield Specific Plan;
- E. The City Council also directed staff to return at the following meeting with a resolution to allocate the remaining fund balance to be used for economic development activities in the Downtown Monterey Park; and
- F. Section 8 of Resolution No. 11749 (adopted June 17, 2015) requires a budget adjustment for the allocation of these funds.

#### **SECTION 2:** *Authorizations.* The City Council authorizes the following:

- A. The Fiscal Year 2015-16 Budget is amended to allocate 50% of the \$1,833,519 set aside for economic development from the General Fund Committed Fund Reserve for Economic Development Account for economic development activities in the Downtown Monterey Park.
- B. The City Manager, or designee, is authorized to implement this Resolution.

**SECTION 3:** The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.



**SECTION 4:** This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, APPROVED and ADOPTED this \_\_\_\_ day of November, 2015.

**Peter Chan, Mayor**

APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney

**By:**

Karl H. Berger  
Assistant City Attorney

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS  
CITY OF MONTEREY PARK )

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. \_\_\_\_\_ was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the \_\_\_\_ day of October 2015 by the following vote:

AYES:  
 NOES:  
 ABSTAIN:  
 ABSENT:

Dated this \_\_\_\_ day of \_\_\_\_ 2015

Vincent D. Chang, City Clerk

**ATTACHMENT 2**  
**Figure LU-3 (Land Use Element Map)**





Figure LU-3  
Focus Areas and FAR Subdistricts

**ATTACHMENT 3**  
**Figure 1-3 (Pedestrian Linkages Map)**

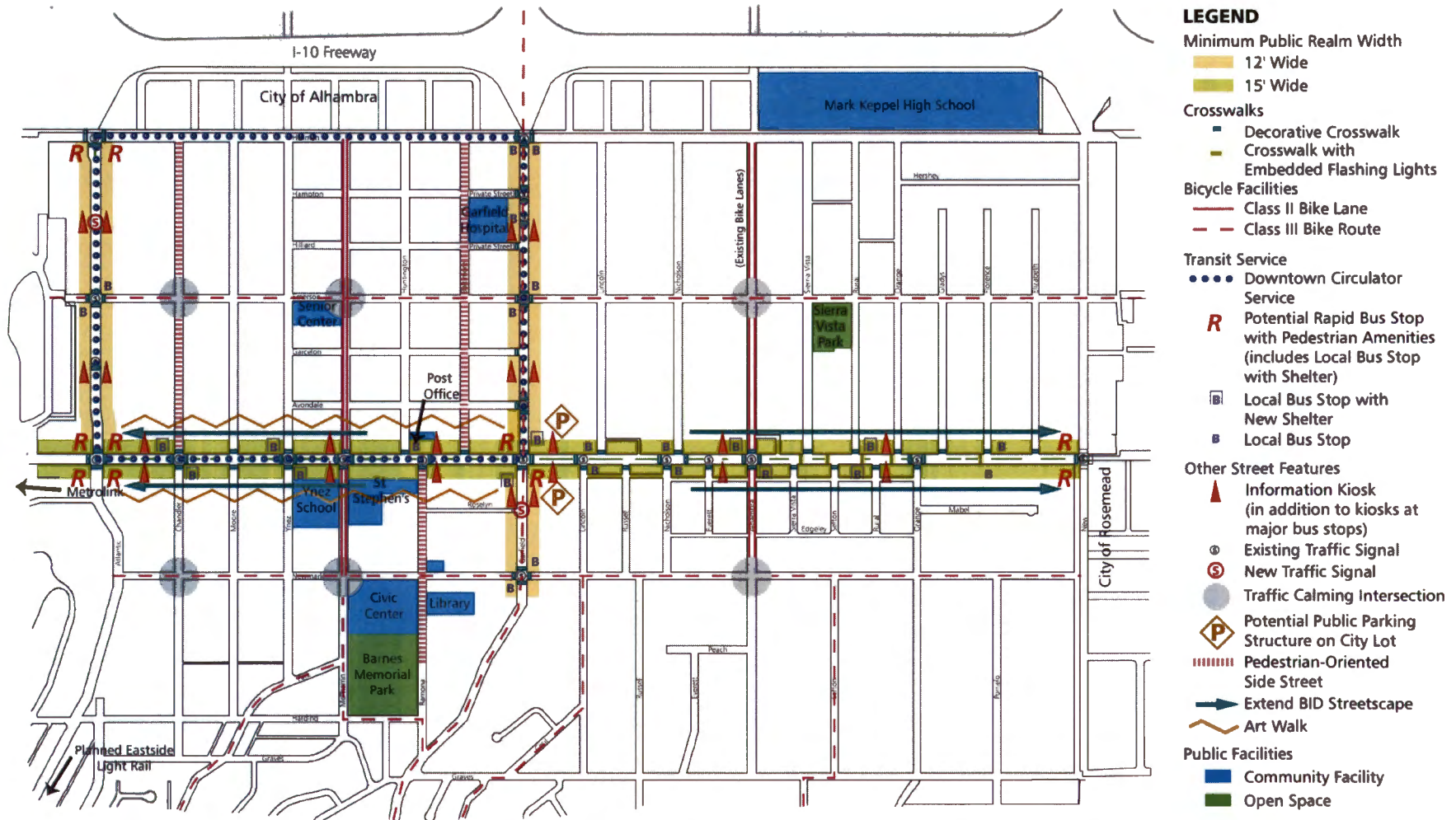


Figure 1-3. Overall linkages concept for Downtown Monterey Park.



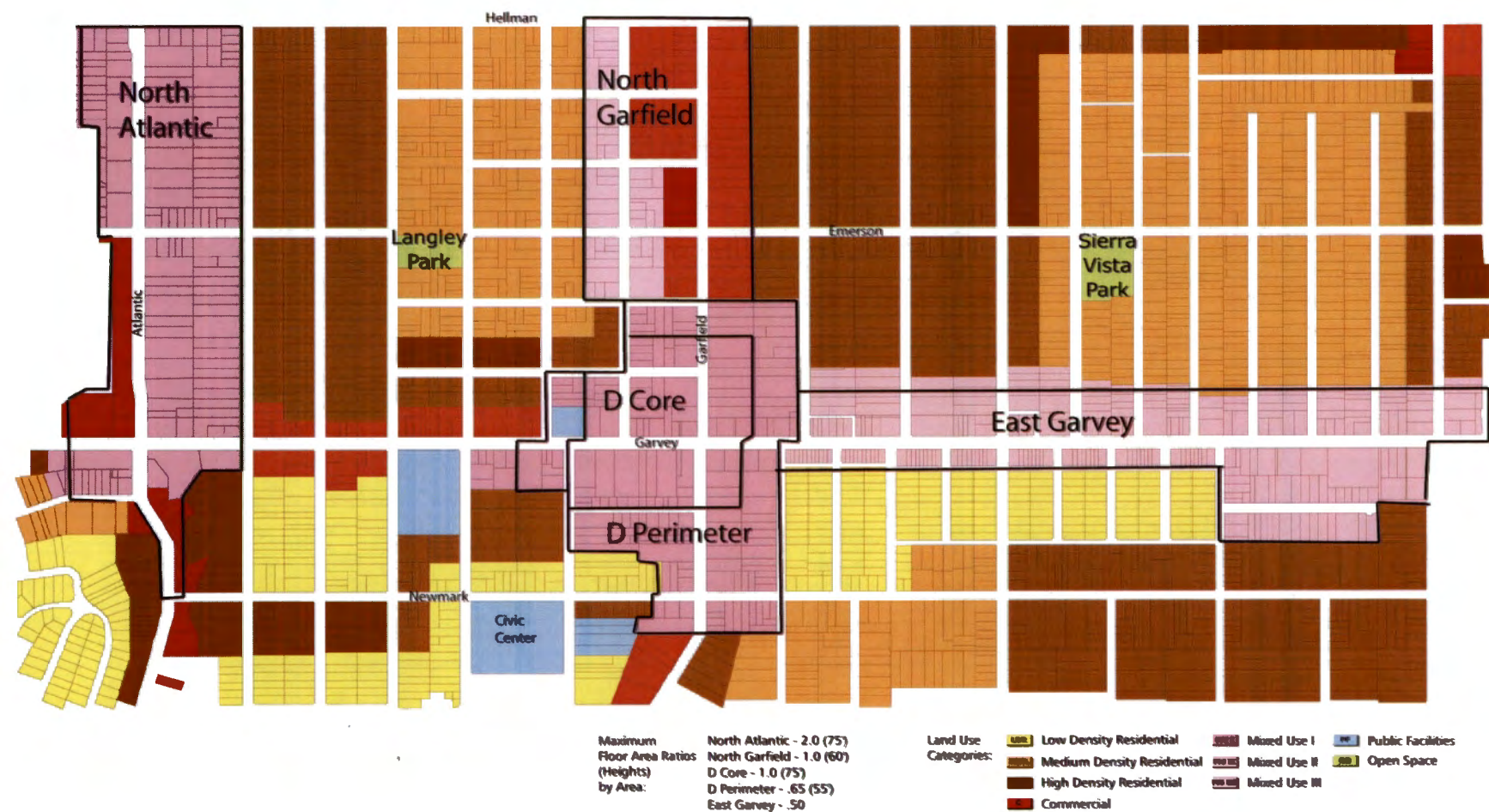


Figure 2-3. General Plan Land Uses

**ATTACHMENT 4**  
City Council Staff Report – October 21, 2015



## City Council Staff Report

**DATE:** October 21, 2015

**AGENDA ITEM NO:**

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Michael Huntley, Director of Community and Economic Development

**SUBJECT:** A resolution to amend the Fiscal Year 2015-16 Budget to allocate 50% of the \$1,833,519 of the set aside for economic development to the Downtown Business Improvement District.

**RECOMMENDATION:**

It is recommended that the City Council consider:

1. Adopting a resolution amending the FY 2015-2016 City Budget to allocate the remaining 50% of the \$1,833,519 of the set aside for economic development (approximately \$916,760) to the Downtown Business Improvement District for economic development activities; and
2. Take such additional, related, action that may be desirable.

**EXECUTIVE SUMMARY:**

On October 7, 2015, the City Council approved the second reading of the South Garfield Village Specific Plan and adopted a resolution amending the FY 2015-2016 City General Fund Budget allocating 50% of the \$1,833,519 of funds set aside for economic development activities for the South Garfield Village Specific Plan area. These funds were earmarked for various capital improvements along South Garfield Avenue.


As part of the discussion, the City Council directed staff to prepare another resolution to amend the FY 2015-2016 City General Fund Budget to allocate the remaining fund balance for economic development activities in the Downtown Business Improvement District. Attached is the draft resolution for City Council consideration.

**DISCUSSION:**

In 2012, the City of Monterey Park sold the property located at 100 and 120 S. Garfield Avenue to Magnus Sunhill Group, LLC for the inclusion into the Towne Centre mixed-use project. The property had been utilized as a City parking facility providing 56 off-street parking spaces since 1961 and is referred to as Vehicle Parking District 1. The intent of the establishment of the Parking District was to provide additional off-street parking for the benefit of the down businesses.

As a result of the sale of this property, the City received sales proceeds in the amount of \$1,840,000 minus the real estate transactional fees. These funds have been sitting in a reserve account and intended for future economic development programs. Based on recent action by the City Council, 50% of the proceeds have been allocated to economic development activities in the form of capital improvements along South Garfield Avenue within the South Garfield Village Specific Plan area. On October 7, 2015, the City Council provided additional direction to allocate the remaining balance (i.e., 50% of \$1,833,519) to the Downtown Business Improvement District since this is where the funding originated. It is staff's understanding that these funds would be used for economic development activities such as land acquisition to provide additional off-street parking for downtown, to fund capital improvements at Parking District 2, and other various capital improvements (e.g., street paving, striping, curb and sidewalk repairs etc.) just to name a few.

Staff has prepared a draft resolution amending FY 2015-2016 City General Fund Budget to allocate the remaining funds to the Downtown Business Improvement District for City Council consideration.

By:	_____	Approved:	_____
	Michael Huntley Director of Community and Economic Development		Paul L. Talbot City Manager
Reviewed:	 _____		_____
	Karl H. Berger Assistant City Attorney		

Attachments:

Proposed Resolution



## City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** New Business  
Agenda Item 6-A.

**TO:** The Honorable Mayor and City Council  
**FROM:** Chu Thai, Director of Management Services  
Annie Yaung, CPFO, Controller  
**SUBJECT:** Warrant Register for the City of Monterey Park of  
November 4, 2015

### **RECOMMENDATION:**

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. \_\_\_\_\_ allowing certain claims and demands per Warrant Register dated **November 4, 2015 totaling \$694,093.83** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

### **EXECUTIVE SUMMARY:**

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **306560-306762** and e-Payables numbered **000071-000085**.

### **BACKGROUND:**

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.



**FISCAL IMPACT:**

Disbursements from all funds total **\$694,093.83.**

Respectfully submitted:

Prepared by:



Chu Thai

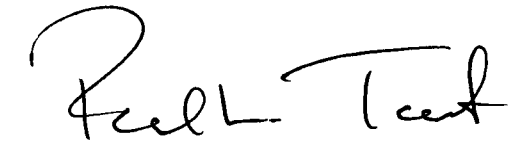
Director of Management Services



Annie Yaung, CPFO

Controller

Approved By:



Paul L. Talbot

City Manager

Attachments: Warrant Register

3

**RESOLUTION NO.**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF**  
**MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS**  
**PER WARRANT REGISTER DATED**  
**4TH DAY OF NOVEMBER 2015**  
**TOTALING \$694,093.83 AND SPECIFYING THE FUNDS OUT**  
**OF WHICH THE SAME ARE TO BE PAID**

THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DOES RESOLVE:

SECTION 1. That the following claims and demands have been audited and that the same are hereby allowed from various funds in the following amounts:

General Fund	\$ 202,349.86
State Gas Tax Fund	43,081.79
Bike Route Fund	5,518.00
Sewer Fund	1,301.00
Refuse Fund	5,450.65
City Shop Fund	27,257.42
General Liability Fund	1,875.00
Technology Internal Service Fund	20,953.51
Public Safety Impact Fee	107.00
Special Deposits Fund	126,418.81
Business Improvement Area #1	508.41
Water Fund	23,540.78
Water Treatment Fund	56,532.00
OPA Proposition A	9,831.33
Measure R Fund	2,633.00
Library Tax Fund	257.23
STC Standards/Training/Corrections	990.00
POST	511.50
EI Civic Education Grant	878.48
Recreation Fund	8,383.80
Asset Forfeiture	30,480.63
Air Quality Improvement Fund	85.00
Prop C	85,059.33
CDBG Fund	204.54
Maintenance District 93-1	22,895.98
Prop A - Per Parcel Grant	587.70
Used Oil Recycling Block Grant	1,882.00
Bulletproof Vest police Grant	626.75
Used Oil Competitive Grant	1,282.50
Selective Traffic Enforcement	1,403.82
Maintenance Grant (075)	1,317.61
ELAC Instructional Serv Prog	2,410.90
CNG Fueling System Grant	7,309.50
CMAQ Bus Shelters Grant	168.00
<b>TOTAL</b>	<b>\$ 694,093.83</b>

PASSED, APPROVED AND ADOPTED THE 4TH DAY OF NOVEMBER 2015.

\_\_\_\_\_  
Peter Chan, Mayor  
City of Monterey Park, California

ATTEST

\_\_\_\_\_  
Vincent D. Chang, City Clerk  
City of Monterey Park, California

RESOLUTION NO.  
Page 2

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS.  
CITY COUNCIL OF THE)  
CITY OF MONTEREY PARK )

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 4th day of November 2015 by the following vote of the Council:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

---

Vincent D. Chang, City Clerk  
City of Monterey Park, California

# **ATTACHMENT 1**

## **Warrant Register**

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

5

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AAA ELECTRICAL SUPPLY, INC.	0176-801-4207-23900	84.98	ELECTRICAL SUPPLIES		306578	84.98
ACCONTEMPS	0010-801-1403-31950	896.00	TEMPORARY STAFFING SERVICES		306579	
	0010-801-1403-31950	896.00	TEMPORARY STAFFING SERVICES		306579	
	0010-801-1403-31950	896.00	TEMPORARY STAFFING SERVICES		306579	2,688.00
ADCO ROOFING, INC.	0010-801-4210-38100	236.90	ROOF REPAIR	16-0227	306580	236.90
AMPCO SYSTEM PARKING	0010-801-3104-38400	960.00	POLICE PARKING FEE		306560	960.00
AT & T	0022-801-4206-32050	620.40	PHONE SERVICE		306561	
	0010-801-3112-32050	397.61	PHONE SERVICE		306561	
	0010-801-3114-32050	8.99	PHONE SERVICE		306561	
	0092-801-4222-32050	116.43	PHONE SERVICE		306561	1,143.43
	0010-801-3113-32050	120.12	PHONE SERVICE		306562	120.12
AT&T	0092-801-4220-32050	207.28	INTERNET/PHONE SERVICE		306581	
	0092-801-4222-32050	673.15	INTERNET/PHONE SERVICE		306581	
	0010-801-1301-32050	16.52	INTERNET/PHONE SERVICE		306581	
	0010-801-1404-32050	51.69	INTERNET/PHONE SERVICE		306581	
	0010-801-1408-32050	136.17	INTERNET/PHONE SERVICE		306581	
	0043-801-1404-32050	25.91	INTERNET/PHONE SERVICE		306581	
	0092-801-1404-32050	31.47	INTERNET/PHONE SERVICE		306581	
	0010-801-1801-32050	16.84	INTERNET/PHONE SERVICE		306581	
	0010-801-4209-32050	267.21	INTERNET/PHONE SERVICE		306581	
	0010-801-3112-32050	3,143.59	INTERNET/PHONE SERVICE		306581	
	0010-801-3113-32050	16.52	INTERNET/PHONE SERVICE		306581	

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

6

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0010-801-3114-41100	18.37	INTERNET/PHONE SERVICE		306581	
	0010-801-3201-32050	1,095.04	INTERNET/PHONE SERVICE		306581	
	0010-801-6001-32050	202.20	INTERNET/PHONE SERVICE		306581	
	0010-801-6502-32050	159.76	INTERNET/PHONE SERVICE		306581	
	0010-801-6517-32050	18.37	INTERNET/PHONE SERVICE		306581	
	0010-801-4206-32050	308.42	INTERNET/PHONE SERVICE		306581	
	0109-801-6511-32050	68.95	INTERNET/PHONE SERVICE		306581	
	0010-801-1404-32050	599.20	INTERNET/PHONE SERVICE		306581	
	0043-801-1404-32050	441.52	INTERNET/PHONE SERVICE		306581	
	0092-801-1404-32050	536.13	INTERNET/PHONE SERVICE		306581	
	0010-801-1408-32050	1,715.51	INTERNET/PHONE SERVICE		306581	
	0010-801-3112-32050	1,143.68	INTERNET/PHONE SERVICE		306581	
	0010-801-3201-32050	571.84	INTERNET/PHONE SERVICE		306581	
	0010-801-6001-32050	190.61	INTERNET/PHONE SERVICE		306581	
	0169-801-2201-32050	190.61	INTERNET/PHONE SERVICE		306581	
						11,846.56
BANKCARD CENTER	0010-453	1,804.23	09/15 STMT-EPAYABLE		306563	
	0010-801-1101-33200	120.00	09/15 STMT-LCC CONFERENCE		306563	
	0010-801-1101-39400	51.70	09/15 STMT-REFRESHMENTS		306563	
	0010-801-1403-39400	80.40	09/15 STMT-MEETING		306563	
	0010-801-1801-39550	271.56	09/15 STMT-REFRESHMENTS		306563	
	0010-801-3101-22650	20.00	09/15 STMT-SUBSCRIPTION		306563	
	0010-801-3210-22750	517.99	09/15 STMT-FIRE SUPPLIES		306563	
	0010-801-3230-39400	75.91	09/15 STMT-REFRESHMENTS		306563	
	0010-801-4212-31500	825.44	09/15 STMT-APWA CONFERENCE		306563	
	0010-801-6001-21350	86.58	09/15 STMT-LIBRARY SUPPLIES		306563	
	0010-801-6001-22150	49.96	09/15 STMT-LIBRARY SUPPLIES		306563	
	0010-801-6006-22450	67.96	09/15 STMT-LIBRARY SUPPLIES		306563	
	0010-850-1403-39350	102.84	09/15 STMT-SOFTWARE LICENSE		306563	

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

7

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BANKCARD CENTER	0010-850-1403-39400	330.00	09/15 STMT-TRAINING		306563	
	0060-453	1,645.66	09/15 STMT-EPAYABLE		306563	
	0010-801-3210-39400	162.20	09/15 STMT-STRIKE TEAM RENTAL		306563	
	0075-450-0075-08250	220.00	09/15 STMT-CONFERENCE (TRUST)		306563	
	0077-801-1111-31950	300.00	09/15 STMT-MEMBERSHIP		306563	
	0092-801-4222-23300	507.40	09/15 STMT-WATER CHEMICAL		306563	
	0092-801-4222-39300	25.00	09/15 STMT-APWA CONFERENCE		306563	
	0131-801-6002-21350	239.88	09/15 STMT-LIBRARY SOFTWARE		306563	
	0136-801-3101-33250	457.50	09/15 STMT-POST TRAINING		306563	
	0142-801-6005-40000	215.40	09/15 STMT-SUBSCRIPTION		306563	
	0160-453	29,560.00	09/15 STMT-EPAYABLE		306563	
	0160-801-3101-39400	475.00	09/15 STMT-POLICE TRAINING		306563	
	0166-453	19,628.30	09/15 STMT-EPAYABLE		306563	
	0229-453	626.75	09/15 STMT-EPAYABLE		306563	
	0335-801-3102-39250	1,403.82	09/15 STMT-OTS PRINTING		306563	
	0349-801-3201-39400	1,185.90	09/15 STMT-REFRESHMENTS		306563	
						61,057.38
CALIFORNIA BUILDING STANDARDS COMM	0010-701-0010-09202	586.80	BUILDING PERMIT SURCHARGE FEE		306564	
						586.80
CHARTER COMMUNICATIONS	0010-801-6502-32050	120.14	INTERNET/CABLE SERVICE	16-0143	306565	
	0010-801-6502-32050	103.01	INTERNET/CABLE SERVICE	16-0144	306565	
	0010-801-3230-32050	131.95	INTERNET/CABLE SERVICE		306565	
						355.10
	0010-801-6505-38400	111.36	INTERNET/CABLE SERVICE		306582	
	0010-801-4209-32050	112.97	INTERNET/CABLE SERVICE		306582	
	0010-801-1404-32050	55.11	INTERNET/CABLE SERVICE		306582	
	0010-801-3112-32050	64.37	INTERNET/CABLE SERVICE		306582	
	0043-801-1404-32050	40.61	INTERNET/CABLE SERVICE		306582	
	0092-801-1404-32050	49.30	INTERNET/CABLE SERVICE		306582	

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

8

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						433.72
COUNTY OF LOS ANGELES	0010-801-3220-41100	600.00	FIRE PARAMEDIC RECRETIFICATION		306566	600.00
DEPARTMENT OF CONSERVATION	0010-701-0010-09200	1,858.19	STRONG MOTION FEE		306567	1,858.19
DIVERSIFIED RISK INSURANCE	0075-450-0075-08350	81.60	SPECIAL EVENT INSURANCE (TRUST)		306568	81.60
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	376.54	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	939.41	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	423.15	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	230.54	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	789.57	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	766.82	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	631.67	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	592.21	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	378.08	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	697.61	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	445.70	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	407.28	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	253.59	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	92.15	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	450.31	POOL CHEMICALS	16-0194	306583	
	0010-801-6503-23050	248.98	POOL CHEMICALS	16-0194	306583	7,723.61
LOS ANGELES COUNTY SHERIFF'S	0010-801-1702-31600	1,565.50	PRISONER BOOKING		306569	1,565.50
JOSEPH MARTINEZ	0075-450-0075-08460	250.00	POLICE-CSLA GRADUATION (TRUST)		306570	250.00



CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015

9

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0010-801-3120-39700	51.75	PETTY CASH-SUPPLIES		306584	
	0010-801-3120-39700	47.98	PETTY CASH-SUPPLIES		306584	
	0010-801-3120-39700	82.22	PETTY CASH-SUPPLIES		306584	
	0010-801-1201-39400	6.00	PETTY CASH-PARKING		306584	
	0022-801-4206-23900	60.00	PETTY CASH-SUPPLIES		306584	
	0010-801-4212-24100	11.36	PETTY CASH-TOOLS		306584	
	0010-801-1403-32200	15.86	PETTY CASH-MAILING		306584	
	0092-801-1408-32050	49.04	PETTY CASH-SUPPLIES		306584	
	0010-801-1201-39400	30.00	PETTY CASH-MEETING		306584	
						354.21
MT. SAN ANTONIO COLLEGE	0010-801-3220-39400	158.00	FIRE TRAINING SUPPLIES		306571	
						158.00
MUNICIPAL AUDITING SERVICES LLC (DE	0010-701-0010-02010	1,373.91	BUSINESS LICENSE AUDITING SVCS	16-0411	306585	
	0010-701-0010-02010	79.10	BUSINESS LICENSE AUDITING SVCS	16-0411	306585	
	0010-701-0010-02010	197.93	BUSINESS LICENSE AUDITING SVCS	16-0411	306585	
	0010-701-0010-02010	8,033.46	BUSINESS LICENSE AUDITING SVCS	16-0411	306585	
						9,684.40
GUNNAR NELSON	0060-801-4211-22250	274.67	FIRE STRIKE TEAM FUEL		306586	
						274.67
LEE O NORRIS	0136-801-3101-33250	54.00	POST TRAINING		306587	
						54.00
PACIFIC TELEMAGEMENT SERVICES	0010-801-6502-32050	228.00	PHONE SERVICE		306588	
						228.00
JEROME D. PANTALEON	0075-450-0075-08616	125.00	GERANIUM PHOTO (TRUST)		306589	
						125.00
DANIEL PARK	0060-801-4211-22250	43.62	FIRE STRIKE TEAM FUEL		306590	
						43.62
PARTYLINE EVENTS	0010-801-6508-39860	538.04	CASCADES PARK RENTAL		306591	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						538.04
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	7.65	POSTAGE		306592	
	0010-801-1403-32200	95.14	POSTAGE		306592	
	0010-801-1406-32200	159.16	POSTAGE		306592	
	0010-801-1701-32200	85.05	POSTAGE		306592	
	0010-801-1702-32200	27.10	POSTAGE		306592	
	0010-801-1703-32200	5.95	POSTAGE		306592	
	0010-801-1704-32200	5.55	POSTAGE		306592	
	0010-801-1801-32200	32.01	POSTAGE		306592	
	0010-801-1802-32200	12.87	POSTAGE		306592	
	0010-801-3101-32200	6.30	POSTAGE		306592	
	0010-801-3102-32200	6.58	POSTAGE		306592	
	0010-801-3104-32200	7.68	POSTAGE		306592	
	0010-801-3111-32200	0.70	POSTAGE		306592	
	0010-801-3113-32200	9.53	POSTAGE		306592	
	0010-801-3114-32200	75.94	POSTAGE		306592	
	0010-801-3120-32200	112.04	POSTAGE		306592	
	0010-801-3201-32200	2.17	POSTAGE		306592	
	0010-801-3205-32200	90.85	POSTAGE		306592	
	0010-801-3210-32200	6.30	POSTAGE		306592	
	0010-801-3220-32200	1.45	POSTAGE		306592	
	0010-801-6001-32200	38.47	POSTAGE		306592	
	0010-801-6502-32200	7.28	POSTAGE		306592	
	0043-801-4208-32200	0.48	POSTAGE		306592	
	0043-801-4212-32200	49.21	POSTAGE		306592	
	0060-801-4211-32200	27.88	POSTAGE		306592	
	0075-450-0075-09230	40.25	POSTAGE (TRUST)		306592	
	0077-801-1111-31950	148.41	POSTAGE		306592	
	0092-801-4221-32200	7.28	POSTAGE		306592	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,069.28
POALAC	0160-801-3101-39400	75.00	POLICE TRAINING		306593	75.00
RAQUEL RICHARDS	0010-801-1801-39550	11.38	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	23.74	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	20.98	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	29.90	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	11.70	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1802-39400	68.18	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1802-39400	29.90	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	4.31	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1802-33100	54.94	PETTY CASH-MILEAGE		306572	
	0010-801-1802-33100	23.85	PETTY CASH-MILEAGE		306572	
	0010-801-1802-39400	42.61	PETTY CASH-REFRESHMENTS		306572	
	0010-801-1801-39550	22.01	PETTY CASH-REFRESHMENTS		306572	343.50
RICARDO GAMBOA (DBA) MUGEN	0010-801-6508-31990	150.00	CASCADES PERFORMER		306594	150.00
SBC LONG DISTANCE	0010-801-1408-32050	125.39	PHONE SERVICE		306595	
	0010-801-3112-32050	83.60	PHONE SERVICE		306595	
	0010-801-1408-32050	41.80	PHONE SERVICE		306595	
	0010-801-6001-32050	13.93	PHONE SERVICE		306595	
	0169-801-2201-32050	13.93	PHONE SERVICE		306595	278.65
SERRATO & ASSOCIATES	0132-801-3101-33300	990.00	POLICE TRAINING		306596	990.00
SHIFT-CALENDARS, INC.	0010-801-3210-22750	540.34	FIRE-2016 SHIFT CALENDAR		306573	540.34

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SMART & FINAL #321	0010-801-3210-22750	121.32	FIRE CLEANING SUPPLIES		306574	121.32
STATE BOARD OF EQUALIZATION	0060-801-4211-22250	9.99	EXEMPT BUS OPERATOR FEE		306575	9.99
	0010-431	238.05	USE TAX 3QTR 2015		306597	238.05
CODAY STEVEN	0010-801-3103-22750	41.30	PETTY CASH-SUPPLIES		306598	
	0075-450-0075-08420	97.68	PETTY CASH-GOLF (TRUST)		306598	
	0075-450-0075-08400	60.00	PETTY CASH-PET LICENSE		306598	
	0010-801-3102-22750	29.95	PETTY CASH-REFRESHMENTS		306598	
	0010-801-3103-22750	29.32	PETTY CASH-REFRESHMENTS		306598	
	0010-801-3103-22750	48.94	PETTY CASH-BOXES		306598	
	0010-801-3102-22750	22.88	PETTY CASH-SUPPLIES		306598	
	0010-801-3101-21200	15.02	PETTY CASH-OFFICE SUPPLIES		306598	
	0010-801-3103-22750	34.94	PETTY CASH-SUPPLIES		306598	
	0010-801-3113-22600	50.00	PETTY CASH-SUPPLIES		306598	
	0010-801-3101-33400	10.00	PETTY CASH-PARKING		306598	
	0010-801-3101-38400	2.13	PETTY CASH-SUPPLIES		306598	442.16
CHU THAI	0010-801-1403-33200	482.99	LCC CONFERENCE		306576	482.99
THE GAS COMPANY (DBA)	0010-801-3114-36200	107.70	GAS SERVICES		306577	
	0060-801-4211-22250	2,961.59	GAS SERVICES		306577	3,069.29
V & V MANUFACTURING INC	0010-801-3101-22320	4,000.00	POLICE BADGE	16-0409	306599	
	0010-801-3103-22310	1,074.99	POLICE BADGE	16-0409	306599	5,074.99
VERIZON WIRELESS	0010-801-1404-32050	2,355.66	WIRELESS VOICE & DATA SERVICE		306600	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERIZON WIRELESS	0010-801-1701-32050	39.78	WIRELESS VOICE & DATA SERVICE		306600	
	0010-801-1703-32050	11.11	WIRELESS VOICE & DATA SERVICE		306600	
	0010-801-1702-32050	11.75	WIRELESS VOICE & DATA SERVICE		306600	
						2,418.30
	<b>TOTAL FOR PREPAID WARRANTS</b>					<b>118,355.69</b>
	PRINTED	118,355.69				
	E-PAYABLE	0.00				

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ADMINISTRATIVE SOFTWARE	0142-801-6005-21350	396.45	SOFTWARE MAINTENANCE		306601	396.45
ADVANCE PEST TERMITE CONTROL	0092-801-4210-38100	380.00	PEST CONTROL		306602	
	0092-801-4210-38100	200.00	PEST CONTROL		306602	
	0010-801-3113-38100	39.00	PEST CONTROL	16-0116	306602	
	0010-801-3210-22750	47.00	PEST CONTROL	16-0180	306602	
	0010-801-3210-22750	35.00	PEST CONTROL	16-0180	306602	
	0010-801-3210-22750	42.00	PEST CONTROL	16-0180	306602	
						743.00
AERUS ELECTROLUX	0075-450-0075-08320	84.78	LIBRARY SUPPLIES/REPAIR (TRUST)		306603	
	0075-450-0075-08320	98.08	LIBRARY SUPPLIES/REPAIR (TRUST)		306603	
	0075-450-0075-08320	1,044.20	LIBRARY VACUUM (TRUST)		306603	
						1,227.06
AHC-GRAVES-3TH; LLC	0075-450-0075-08200	54,024.00	GRADING BOND REFUND		306604	
						54,024.00
ALLSTAR FIRE EQUIPMENT INC.	0010-801-3210-22750	2,032.85	FIRE SUPPLIES		306605	
	0010-801-3210-22300	151.99	FIRE SUPPLIES		306605	
	0010-801-3210-22300	256.15	FIRE SUPPLIES		306605	
	0010-801-3210-22300	1,141.83	FIRE SUPPLIES		306605	
						3,582.82
AMERICAN TRAFFIC PRODUCTS, INC.	0022-801-4206-23100	1,128.97	STREET SUPPLIES		306606	
	0022-801-4206-23100	272.78	STREET SUPPLIES		306606	
	0022-801-4206-23100	983.92	STREET SUPPLIES		306606	
	0022-801-4206-23100	72.10	STREET SUPPLIES		306606	
	0022-801-4206-23100	2,027.13	STREET SUPPLIES		306606	
						4,484.90
AMTECH ELEVATOR SERVICES	0092-801-4210-38100	484.92	ELEVATOR MAINTENANCE		306607	
	0092-801-4210-38100	484.92	ELEVATOR MAINTENANCE		306607	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AMTECH ELEVATOR SERVICES	0092-801-4210-38100	484.92	ELEVATOR MAINTENANCE		306607	
	0010-801-6001-38100	709.35	ELEVATOR MAINTENANCE		306607	2,164.11
ANTIMITE ASSOCIATES INC	0010-801-4210-38100	425.00	PEST CONTROL		306608	425.00
APL GLASS COMPANY	0010-801-4210-38100	90.00	BUILDING SUPPLIES		306609	
	0010-801-4210-38100	180.00	BUILDING SUPPLIES		306609	270.00
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-38100	342.43	PLUMBING SUPPLIES	16-0264	71 *	
	0010-801-4210-38100	151.86	PLUMBING SUPPLIES	16-0264	71 *	494.29
ATHENS SERVICES	0344-801-5002-99290	1,317.61	STREET SWEEPING SERVICES	16-0225	306610	
	0010-801-4205-41200	18,962.20	STREET SWEEPING SERVICES	16-0209	306610	
	0022-801-4205-41200	7,136.70	STREET SWEEPING SERVICES	16-0209	306610	
	0022-801-4205-41200	26,098.90	STREET SWEEPING SERVICES	16-0209	306610	53,515.41
B & K ELECTRIC WHOLESALE	0092-801-4222-23400	205.29	WATER ELEC. SUPPLIES	16-0348	306611	205.29
B W GRAPHICS	0043-801-4208-22750	43.60	BUSINESS CARDS-J RAMOS		306612	
	0043-801-4208-22750	45.78	BUSINESS CARDS-S HWONG		306612	
	0043-801-4208-22750	43.60	BUSINESS CARDS-J BONILLO		306612	132.98
BAKER & TAYLOR INC	0010-801-6002-40000	25.26	BOOK(S) 3		306613	
	0010-801-6006-40000	96.85	BOOK(S) 7		306613	
	0010-801-6006-40000	5.25	BOOK(S) 1		306613	
	0010-801-6006-40000	10.48	BOOK(S) 1		306613	137.84
BARTEL ASSOCIATES LLC	0010-850-5102-31850	1,650.00	MASS MUTUAL GASB68	90670	306614	

\* Indicates an E-Payable transaction

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BARTEL ASSOCIATES LLC	0010-801-5102-31850	1,470.00	MASS MUTUAL GASB68		306614	
	0010-801-5102-31850	900.00	MASS MUTUAL GASB68		306614	4,020.00
BRAVO BUSINESS RESOURCES	0077-801-1111-31950	60.00	TRANSLATION SERVICES		306615	
	0010-801-1704-31950	60.00	TRANSLATION SERVICES		306615	
	0010-801-1704-31950	60.00	TRANSLATION SERVICES		306615	
	0010-801-6508-38400	60.00	TRANSLATION SERVICES		306615	240.00
BRODART COMPANY	0010-801-6003-22450	10.46	LIBRARY CATALOG SERVICES		306616	
	0010-801-6003-22450	8.72	LIBRARY CATALOG SERVICES		306616	19.18
CALIFORNIA PEACE OFFICER'S	0010-801-3101-39350	40.00	POLICE SUBSCRIPTION		306617	40.00
	0010-801-3101-39300	125.00	POLICE MEMBERSHIP		306618	125.00
CALOX, INC	0010-801-3210-22750	29.75	FIRE MEDICAL SUPPLIES		306619	
	0010-801-3210-22750	21.25	FIRE MEDICAL SUPPLIES		306619	51.00
CAMINO REAL CHEVROLET	0060-801-4211-23500	32.82	FLEET REPAIR/PARTS-UNIT 845	16-0189	72 *	
	0060-801-4211-23500	71.93	FLEET REPAIR/PARTS-UNIT 964	16-0189	72 *	104.75
CARBON ACTIVATED CORPORATION	0093-801-4230-23300	28,266.00	WATER CARBON CHANGE OUT	16-0340	306620	
	0093-801-4229-23300	28,266.00	WATER CARBON CHANGE OUT	16-0340	306620	56,532.00
CARL WARREN & COMPANY	0062-801-5101-35600	375.00	LIABILITY CLAIMS-C CHEIN		306621	
	0062-801-5101-35600	750.00	LIABILITY CLAIMS-I GONZALES		306621	
	0062-801-5101-35600	375.00	LIABILITY CLAIMS-M SOLORZANO		306621	
	0062-801-5101-35600	375.00	LIABILITY CLAIMS-W LEE		306621	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,875.00
PATRICK CHAN	0075-450-0075-08420	922.00	PHOTOGRAPHY SERVICE (TRUST)		306622	922.00
CHARLES D. FLACK CONSULTING	0349-801-3201-39400	1,200.00	EVALUATIONS SERVICE		306623	1,200.00
CHARLES E THOMAS CO. INC.	0010-801-4210-38100	432.75	GENERATOR REPAIR		306624	
	0165-801-5002-96067	85.00	GENERATOR TAGS		306624	517.75
CHEMSEARCH DIVISION (DBA)	0042-801-4204-23700	377.33	PUBLIC WORK-CHEMICALS		306625	377.33
CHIEH WING CHEN	0075-450-0075-08200	63,982.22	GRADING BOND REFUND		306626	63,982.22
CITATION MANAGEMENT (DBA)	0010-701-0010-03630	4,400.06	PARKING CITATIONS SERVICE		306627	4,400.06
CITY OF RANCHO CUCAMONGA	0010-801-3205-24100	48.00	FIRE PREV-SUPPLIES		306628	48.00
CLEAN ENERGY	0109-801-4201-31960	212.42	CNG FUEL	16-0245	73 *	
	0109-801-4201-31960	1,980.68	CNG FUEL		73 *	2,193.10
COBRA FIRE PROTECTION	0010-801-4210-38100	348.60	FIRE SYS/EXTINGUISHERS SERVICE		306629	
	0010-801-6505-38400	289.64	FIRE SYS/EXTINGUISHERS SERVICE		306629	638.24
COME LAND MAINTENANCE COMPANY	0010-801-4210-38250	257.00	JANITORIAL SERVICE	16-0254	306630	
	0010-801-3114-38250	132.00	JANITORIAL SERVICE	16-0254	306630	
	0092-801-4222-38250	49.00	JANITORIAL SERVICE	16-0254	306630	
	0092-801-4220-38250	23.00	JANITORIAL SERVICE	16-0254	306630	
	0010-801-4210-38250	625.00	JANITORIAL SERVICE	16-0253	306630	
	0010-801-3114-38250	280.00	JANITORIAL SERVICE	16-0253	306630	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
COME LAND MAINTENANCE COMPANY	0092-801-4220-38250	100.00	JANITORIAL SERVICE	16-0253	306630	1,546.00
	0092-801-4222-38250	80.00	JANITORIAL SERVICE	16-0253	306630	
COMMERCIAL DOOR OF LOS ANGELES	0010-801-4210-38100	302.00	FIRE DOOR REPAIR		306631	302.00
COMPLETE LANDSCAPE CARE, INC.	0176-801-6516-31190	5,800.00	LANDSCAPE MAINTENANCE	16-0077	306632	11,600.00
	0176-801-6516-31190	5,800.00	LANDSCAPE MAINTENANCE	16-0077	306632	
COSTCO WHOLESALE	0010-801-1407-39300	110.00	MEMBERSHIP		306633	110.00
COUNTY OF LOS ANGELES	0176-801-4207-36100	11,211.00	LONGDEN LIGHTING DISTRICT		306634	11,211.00
CROWN GRAPHICS (DBA)	0060-801-4211-38410	49.76	CNG GRAPHICS		306635	49.76
DAILY JOURNAL CORPORATION	0043-801-1301-34050	120.00	LEGAL NOTICE	16-0147	306636	738.00
	0043-801-1301-34050	450.00	LEGAL NOTICE	16-0147	306636	
	0452-801-5002-96080	84.00	LEGAL NOTICE		306636	
	0452-801-5002-96080	84.00	LEGAL NOTICE		306636	
DAMEWOOD CONSULTING GROUP	0010-801-1801-39400	500.00	GROUP TRAINING		306637	500.00
DAPEER ROSENBLIT & LITVAK	0010-801-1702-31600	1,729.08	LEGAL FEES-COMM DEVELOPMENT	16-0047	306638	1,729.08
DELL MARKETING LP	0010-801-1701-21350	400.00	COMPUTER/SUPPLIES	16-0383	306639	
	0010-801-1701-24150	200.00	COMPUTER/SUPPLIES	16-0383	306639	
	0010-801-1701-22750	300.00	COMPUTER/SUPPLIES	16-0383	306639	
	0010-801-1701-24100	150.00	COMPUTER/SUPPLIES	16-0383	306639	
	0010-801-1702-21350	156.83	COMPUTER/SUPPLIES	16-0383	306639	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
DELL MARKETING LP	0010-801-6502-39250	1,206.83	COMPUTER/SUPPLIES	16-0386	306639	2,413.66
DEPARTMENT OF JUSTICE	0010-801-1801-39550	98.00	FINGERPRINT PROCESSING		306640	
	0010-701-0010-03710	1,277.00	FINGERPRINT PROCESSING		306640	
	0010-801-1801-39550	96.00	FINGERPRINT PROCESSING		306640	1,471.00
DEPT OF TRANSPORTATION	0022-801-4206-41100	2,332.95	TRAFFIC SIGNALS & LIGHTING	16-0207	306641	2,332.95
DUNN-EDWARDS CORPORATION	0092-801-4210-23050	96.08	PAINT SUPPLIES		306642	
	0092-801-4210-23050	65.41	PAINT SUPPLIES		306642	
	0092-801-4210-23050	31.25	PAINT SUPPLIES		306642	
	0092-801-4210-23050	151.38	PAINT SUPPLIES		306642	
	0092-801-4210-23050	13.46	PAINT SUPPLIES		306642	
	0092-801-4210-23050	656.74	PAINT SUPPLIES		306642	1,014.32
ECONOMY RENTALS INC.	0010-801-6508-31990	131.58	EQUIPMENT RENTAL		306643	
	0092-801-4210-38400	520.00	EQUIPMENT RENTAL		306643	651.58
EDUARDO FIGUEROA	0060-801-4211-38400	785.50	FLEET REPAIR-UNIT 952		306644	785.50
EDUARDO STARY	0060-801-4211-22250	56.61	FIRE STRIKE TEAM EXPENSES		306645	
	0010-801-3210-22750	93.03	FIRE STRIKE TEAM EXPENSES		306645	149.64
EMERGENCY RESPONSE CRIME SCENE CLEA	0010-801-3220-38400	148.00	MEDICAL WASTE PICKUP		306646	148.00
EMPIRE CLEANING SUPPLY	0010-801-6505-22150	542.05	JANITORIAL SUPPLIES	16-0123	74 *	
	0010-801-6505-22150	909.76	JANITORIAL SUPPLIES	16-0123	74 *	
	0010-801-6505-22150	106.28	JANITORIAL SUPPLIES	16-0123	74 *	

\* Indicates an E-Payable transaction

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,558.09
EQUIPMENT PRO, LLC	0092-801-4220-24150	90.16	EQUIPMENT REPAIR		306647	90.16
EVOQUA WATER TECHNOLOGIES LLC	0071-801-3210-38400	107.00	FIRE DI TANK RENTAL	16-0121	306648	107.00
FEDERAL EXPRESS CORP.	0010-701-0010-06330	120.04	CARRIER SERVICES		306649	
	0043-801-4212-32200	49.79	CARRIER SERVICES		306649	
	0010-701-0010-06330	45.45	CARRIER SERVICES		306649	
	0010-701-0010-06330	22.68	CARRIER SERVICES		306649	237.96
FILEKEEPERS, LLC	0010-801-1802-31950	192.00	STORAGE SERVICE		306650	192.00
FIRST TRANSIT INC	0166-801-4201-31960	65,431.03	SPIRIT BUS OPERATION	16-0114	306651	
	0109-701-0109-07680	4,109.11-	SPIRIT BUS FARE		306651	61,321.92
CHAI FOSTERLING	0159-801-6507-31920	202.80	INSTRUCTOR-RECREATION CLASS		306652	202.80
FRANKIE DOMINGUEZ	0092-801-4220-39400	20.00	WATER CERTIFICATION		306653	20.00
GALLADE CHEMICAL, INC.	0092-801-4222-23300	1,014.79	WATER CHEMICALS	16-0326	75 *	1,014.79
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		306654	24.00
GARVEY EQUIPMENT COMPANY	0010-801-3210-24100	209.28	FIRE SUPPLIES		306655	
	0060-801-4211-23500	37.18	FLEET SUPPLIES		306655	246.46
LYNNE GERBER	0075-450-0075-08630	300.00	REFUND-RENTAL DEPOSIT (TRUST)		306656	300.00

\* Indicates an E-Payable transaction

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GOVCONNECTION INC.	0010-801-1201-38400	119.00	COMPUTER MAINTENANCE		306657	
	0010-801-3115-38400	2,826.40	COMPUTER MAINTENANCE	16-0375	306657	
	0010-801-3205-21200	161.21	COMPUTER SUPPLIES		306657	3,106.61
GRAFFITI TRACKER INC	0010-801-4202-23950	1,417.00	GRAFFITI TRACKING SUPPLIES		306658	1,417.00
GRAINGER	0110-801-4202-23600	2,633.00	ELECTRICAL SUPPLIES	16-0299	306659	
	0022-801-4202-22400	264.87	ELECTRICAL SUPPLIES		306659	
	0092-801-4210-23050	495.30	ELECTRICAL SUPPLIES	16-0364	306659	
	0092-801-4210-23050	357.31	ELECTRICAL SUPPLIES	16-0364	306659	
	0092-801-4210-23050	251.53	ELECTRICAL SUPPLIES	16-0364	306659	
	0092-801-4210-23050	342.56	ELECTRICAL SUPPLIES	16-0364	306659	4,344.57
GRM INFORMATION MANAGEMENT	0092-801-1301-31950	528.50	DESTRUCTION SERVICES		306660	528.50
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	10.27	FLEET PARTS-UNIT 845	16-0328	306661	
	0060-801-4211-23500	45.91	FLEET PARTS	16-0328	306661	
	0060-801-4211-23500	93.71	FLEET PARTS-UNIT 923	16-0328	306661	149.89
HANSON AGGREGATES	0022-801-4202-22400	501.38	ASPHALT	16-0280	76 *	501.38
HAROLD'S KEY SHOP, INC.	0092-801-4210-23050	353.83	KEY/LOCK SERVICES		306662	
	0092-801-4210-23050	297.15	KEY/LOCK SERVICES		306662	
	0092-801-4210-23050	23.98	KEY/LOCK SERVICES		306662	674.96
HD INDUSTRIES	0060-801-3210-38400	524.00	FLEET REPAIR E63		306663	524.00
JESUS HERNANDEZ	0060-801-4211-39400	180.00	BUILDING MAINT-TRAINING		306664	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						180.00
HERSHEY BUSINESS PRODUCTS, LLC	0010-801-1201-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1301-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1301-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1403-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1406-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1701-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1703-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3101-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3103-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3104-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3114-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3120-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3201-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-3205-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0043-801-4212-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-6502-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-6505-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1801-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0010-801-1801-38400	35.00	TYPEWRITER MAINTENANCE		306665	
	0092-801-4209-38400	35.00	TYPEWRITER MAINTENANCE		306665	
						700.00
SONJA HOLLADAY	0159-801-6507-31920	7,029.75	INSTRUCTOR-RECREATION CLASS		306666	
						7,029.75
HOLLIDAY ROCK CO INC	0022-801-4202-22400	385.19	STREET-REPAIR SUPPLIES	16-0289	306667	
						385.19
HOLLY ELECTRIC, INC. (DBA) BREA ELF	0010-801-4210-38100	2,460.97	ELECTRICAL WORK-POLICE STATION	16-0300	306668	
	0010-801-4210-38100	2,103.48	ELECTRICAL WORK-HR DEPARTMENT	16-0300	306668	
	0010-801-4210-38100	1,408.38	ELECTRICAL WORK-LANGLEY	16-0300	306668	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						5,972.83
HOME DEPOT CREDIT SERVICES	0010-801-6505-23050	142.98	HARDWARE SUPPLIES	16-0237	306669	
	0010-801-6505-23050	14.25-	HARDWARE SUPPLIES-CREDITS	16-0237	306669	
	0010-801-6505-23050	47.24	HARDWARE SUPPLIES	16-0237	306669	
	0010-801-6508-39860	33.02	HARDWARE SUPPLIES	16-0119	306669	
	0010-801-6508-39860	48.33	HARDWARE SUPPLIES	16-0119	306669	
	0010-801-6508-39860	26.95	HARDWARE SUPPLIES	16-0119	306669	
	0010-801-6508-39860	33.02-	HARDWARE SUPPLIES-CREDIT	16-0119	306669	
	0010-801-6517-22400	28.83	HARDWARE SUPPLIES	16-0314	306669	
	0010-801-3210-22750	234.24	HARDWARE SUPPLIES	16-0050	306669	
						514.32
TAI HONG	0010-801-3101-11450	45.00	COURT TIME		306670	
						45.00
ICMA	0010-801-1201-39300	1,400.00	MEMBERSHIP		306671	
						1,400.00
INDUSTRIAL PIPE & STEEL	0060-801-4211-23500	33.27	FLEET SUPPLIES-UNIT 923 & 084	16-0085	306672	
						33.27
INFOSEND, INC.	0092-801-4220-38400	3,495.00	BILLING SVC IMPLEMENTATATION	16-0373	306673	
						3,495.00
INTERNATIONAL CODE COUNCIL, INC	0010-801-3205-39300	55.00	FIRE PREV MEMBERSHIP		306674	
						55.00
IRON MOUNTAIN OFF-SITE DATA	0010-850-1403-31700	334.40	COMPUTER DATA STORAGE		306675	
						334.40
JASPER ENGINE & TRANSMISSION EXCHAN	0060-801-4211-23500	2,406.72	FLEET REPAIR-UNIT 989		306676	
	0060-801-4211-23500	972.00-	FLEET REPAIR-CREDIT		306676	
						1,434.72
JHM SUPPLY INC	0010-801-4210-23300	47.92	BLDG MAINT SUPPLIES		306677	
						47.92

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
JOHN L. HUNTER & ASSOC., INC.	0264-850-5004-96053	902.50	USED OIL COMPETITIVE GRANT	90379	306678	3,164.50
	0264-850-5004-96053	380.00	USED OIL COMPETITIVE GRANT	90379	306678	
	0184-801-4208-31950	742.00	USED OIL PROGRAM		306678	
	0184-801-4208-31950	1,140.00	USED OIL PROGRAM		306678	
JSE EMERGENCY MEDICAL GROUP, INC	0010-801-3220-39400	333.00	MEDICAL DIRECTOR SERVICES	16-0341	306679	2,665.00
	0010-801-3220-39400	333.00	MEDICAL DIRECTOR SERVICES	16-0341	306679	
	0010-801-3220-39400	333.00	MEDICAL DIRECTOR SERVICES	16-0341	306679	
	0010-801-3220-39400	833.00	MEDICAL DIRECTOR SERVICES	16-0341	306679	
	0010-801-3220-39400	833.00	MEDICAL DIRECTOR SERVICES	16-0341	306679	
K Y SMOG AND TEST ONLY	0060-801-4211-38400	45.00	FLEET SMOG CHECK-UNIT 924	16-0009	306680	135.00
	0060-801-4211-38400	45.00	FLEET SMOG CHECK	16-0009	306680	
	0060-801-4211-38400	45.00	FLEET SMOG CHECK	16-0009	306680	
L & M FOOTWEAR DBA SHOETERIA	0092-801-4222-22300	225.00	SAFETY BOOTS-J GREEN	16-0233	306681	2,485.22
	0092-801-4223-22300	225.00	SAFETY BOOTS-D ZAPATA	16-0233	306681	
	0010-801-4209-22310	117.71	SAFETY BOOTS-A SALINAS	16-0231	306681	
	0010-801-4209-22310	200.00	SAFETY BOOTS-G RAMIREZ	16-0231	306681	
	0010-801-4209-22310	200.00	SAFETY BOOTS-M AGUILAR	16-0231	306681	
	0010-801-4209-22310	225.00	SAFETY BOOTS-J HERNANDEZ	16-0231	306681	
	0010-801-4209-22310	225.00	SAFETY BOOTS-R HARRIS	16-0231	306681	
	0010-801-4209-22310	222.32	SAFETY BOOTS-M MONTOYA	16-0231	306681	
	0010-801-4209-22310	197.25	SAFETY BOOTS-M LIRA	16-0231	306681	
	0010-801-4209-22310	200.00	SAFETY BOOTS-V VALENZUELA	16-0231	306681	
	0010-801-4209-22310	222.33	SAFETY BOOTS-M MENCHACA	16-0231	306681	
	0010-801-4209-22310	225.61	SAFETY BOOTS-S SHERMAN	16-0231	306681	
L.A.U.S.D. PERSONNEL	0010-801-1801-39400	270.00	BILINGUAL TESTING SERVICES		306682	



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						270.00
L.B.I. AIR, INC.	0060-801-3210-38400	1,228.22	FIRE REPAIRS TRUCK 61		306683	1,228.22
LAWN MOWER CORNER/KNG POWER EQUIPME	0060-801-4211-38400	190.00	PARKS REPAIR/SUPPLIES	16-0010	77 *	190.00
LIFE-ASSIST INC	0010-801-3220-24200	2,492.87	FIRE MEDICAL SUPPLIES	16-0064	306684	
	0010-801-3220-22350	1,228.48	FIRE MEDICAL SUPPLIES	16-0064	306684	
	0010-801-3220-24200	1,785.75	FIRE MEDICAL SUPPLIES	16-0064	306684	
	0010-801-3220-24200	54.77	FIRE MEDICAL SUPPLIES	16-0064	306684	
	0010-801-3220-22350	129.12	FIRE MEDICAL SUPPLIES	16-0064	306684	5,690.99
LONG BEACH BMW MOTORCYCLES (DBA)	0060-801-4211-38400	790.36	FLEET PARTS-UNIT 096	16-0011	78 *	790.36
LOOMIS ARMORED US, INC.	0010-701-0010-03700	508.28	ARMORED CARRIER SERVICE	16-0323	306685	508.28
LOS ANGELES COUNTY DEPT. OF	0022-801-4206-41100	781.28	TRAFFIC SIGNAL MAINTENANCE		306686	
	0010-701-0010-06850	3,003.29	INDUSTRIAL WASTE PERMIT		306686	
	0010-701-0010-06850	1,287.60	INDUSTRIAL WASTE INSPECTION		306686	5,072.17
LOUIS SENTENO (DBA) J & D PLUMBING	0092-801-4223-23300	96.00	PLUMBING SERVICES		306687	96.00
LU'S LIGHTHOUSE, INC.	0060-801-3210-38400	26.68	FIRE PARTS		306688	26.68
MAGIC TOUCH CARWASH, INC	0075-450-0075-08550	49.99	DIAL-A-RIDE CAR WASHES (TRUST)		306689	
	0060-801-4211-38400	1,345.00	CAR WASHES		306689	1,394.99
MATCO TOOLS (DBA)	0060-801-4211-24100	84.79	FLEET TOOLS	16-0190	306690	84.79

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MCCAIN INC	0022-801-4206-23800	239.80	STREET SIGNS		306691	239.80
METROPOLITAN TRANSPORTATION	0109-801-6511-41200	3,660.00	LANGLEY TAP CARD	16-0187	306692	3,660.00
MISSION SUPER HARDWARE	0022-801-4202-22400	42.82	HARDWARE SUPPLIES		306693	
	0010-801-3230-22750	20.12	HARDWARE SUPPLIES	16-0060	306693	62.94
MOORE MEDICAL CORP	0042-801-4204-23700	543.28	FLEET MEDICAL SUPPLIES		306694	543.28
MR. ROOTER PLUMBING (DBA)	0092-801-4210-38250	299.65	PLUMBING SERVICES	16-0262	306695	
	0092-801-4210-38250	387.67	PLUMBING SERVICES	16-0262	306695	
	0092-801-4210-38250	597.65	PLUMBING SERVICES	16-0262	306695	
	0092-801-4210-38250	695.25	PLUMBING SERVICES	16-0262	306695	
	0092-801-4210-38250	289.50	PLUMBING SERVICES	16-0262	306695	
	0075-450-0075-08320	1,964.92	PLUMBING SERVICES (TRUST)		306695	4,234.64
MUSIC GEM	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)	16-0319	306696	190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)	16-0319	306697	190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)	16-0319	306698	190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)	16-0319	306699	190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)	16-0319	306700	190.00
NAVARRO'S TOWING	0060-801-4211-38400	75.00	TOWING SERVICES-UNIT 952	16-0032	306701	
	0060-801-4211-38400	75.00	TOWING SERVICES-UNIT 952	16-0032	306701	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						150.00
NEC BUSINESS NETWORK SOLUTIONS	0010-801-3112-38400	1,652.72	PHONE LINE MAINTENANCE		306702	
	0010-801-3230-32050	113.20	PHONE LINE MAINTENANCE		306702	
	0092-801-4209-38400	408.00	PHONE LINE MAINTENANCE		306702	
						2,173.92
NEW READERS PRESS	0142-801-6005-40000	266.63	BOOK(S) 15		306703	
						266.63
NFPA INTERNATIONAL	0010-801-3205-39300	175.00	FIRE PREVENTION MEMBERSHIP		306704	
						175.00
O'REILLY AUTO PARTS	0060-801-4211-23500	9.39-	FLEET PARTS-CREDIT	16-0242	79 *	
	0060-801-4211-23500	15.55-	FLEET PARTS-CREDIT	16-0242	79 *	
	0060-801-4211-23500	43.60-	FLEET PARTS-CREDIT	16-0242	79 *	
	0060-801-4211-23500	228.81-	FLEET PARTS-CREDIT	16-0242	79 *	
	0060-801-4211-23500	7.90	FLEET PARTS-UNIT 873	16-0242	79 *	
	0060-801-4211-23500	128.98	FLEET PARTS-UNIT 049	16-0242	79 *	
	0060-801-4211-23500	21.71	FLEET PARTS	16-0242	79 *	
	0060-801-4211-23500	24.73	FLEET PARTS-UNIT 983	16-0242	79 *	
	0060-801-4211-23500	240.69	FLEET PARTS-UNIT 982	16-0242	79 *	
						126.66
OCLC, INC	0010-801-6003-31700	1,035.50	LIBRARY CATALOGING SERVICE		306705	
						1,035.50
OFFICE DEPOT INC.	0010-801-3210-21250	77.70-	OFFICE SUPPLIES-CREDIT	16-0061	306706	
	0010-801-3210-21250	38.04	OFFICE SUPPLIES	16-0061	306706	
	0010-801-3210-21250	6.32	OFFICE SUPPLIES	16-0061	306706	
	0010-801-3210-21350	107.90	OFFICE SUPPLIES	16-0061	306706	
	0010-801-3210-21350	154.27	OFFICE SUPPLIES	16-0061	306706	
	0010-801-3210-21250	37.83	OFFICE SUPPLIES	16-0061	306706	
	0010-801-1101-21350	12.39	OFFICE SUPPLIES		306706	

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OFFICE DEPOT INC.	0010-801-1101-21350	25.99	OFFICE SUPPLIES		306706	
	0010-801-1101-21350	8.99	OFFICE SUPPLIES		306706	
	0010-801-3114-21350	147.14	OFFICE SUPPLIES	16-0072	306706	
	0010-801-3114-21350	592.52	OFFICE SUPPLIES	16-0072	306706	
	0109-801-6511-22750	85.43	OFFICE SUPPLIES	16-0154	306706	
	0109-801-6511-22750	185.28	OFFICE SUPPLIES	16-0154	306706	
	0010-801-6505-21350	335.51	OFFICE SUPPLIES	16-0154	306706	
	0010-801-6505-21350	112.56	OFFICE SUPPLIES	16-0154	306706	
	0010-801-1101-21350	47.81	OFFICE SUPPLIES		306706	
	0010-801-1101-21350	55.98	OFFICE SUPPLIES		306706	
	0010-801-1101-21350	111.15	OFFICE SUPPLIES		306706	
	0010-801-1703-22750	70.92	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1702-21350	70.92	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1701-21350	70.93	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1701-21350	24.21	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1702-21350	29.84	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1702-21350	38.14	OFFICE SUPPLIES	16-0048	306706	
	0010-801-1703-21350	6.53	OFFICE SUPPLIES	16-0048	306706	
	0043-801-4212-21250	49.93	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	85.97	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	14.69	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	39.21-	OFFICE SUPPLIES-CREDIT		306706	
	0043-801-4212-21250	9.91	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	4.16	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	101.50	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	30.39	OFFICE SUPPLIES		306706	
	0043-801-4212-21250	47.81	OFFICE SUPPLIES		306706	
	0010-801-6001-21350	266.08	OFFICE SUPPLIES		306706	
	0010-801-6001-21350	55.27	OFFICE SUPPLIES		306706	

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OFFICE DEPOT INC.	0010-801-6001-21350	56.28	OFFICE SUPPLIES		306706	
	0010-801-6001-21350	40.87	OFFICE SUPPLIES		306706	
	0131-801-6006-22450	17.35	OFFICE SUPPLIES		306706	
						3,039.90
OFFICE SOLUTIONS	0010-801-1301-21250	104.90	OFFICE SUPPLIES	16-0117	80 *	
	0010-801-1703-21350	35.32	OFFICE SUPPLIES	16-0046	80 *	
						140.22
OPTION ONE PLUMBING LLC	0010-801-3210-38400	400.00	FIRE PLUMBING SERVICES		306707	
						400.00
PARKHOUSE TIRE, INC.	0060-801-4211-23500	171.31	FLEET TIRES-UNIT 990 & 854	16-0212	306708	
	0060-801-4211-23500	487.08	FLEET TIRES-UNIT 965	16-0212	306708	
						658.39
THE PHONE GUY	0092-801-4210-38100	330.00	VOICE/DATA CABLING		306709	
						330.00
PREFERRED ALLIANCE INC	0010-801-1801-31900	80.73	DRIVER TESTING		306710	
						80.73
PREMIER TRAILER LEASING, INC.	0010-801-5004-99726	700.00	TRAILER-990 MONTEREY PASS		306711	
	0010-801-5004-99726	765.00	TRAILER-990 MONTEREY PASS		306711	
						1,465.00
PROGRESS PRINTERS	0010-801-1701-39250	239.80	ENVELOPES		306712	
						239.80
PROSOURCE FACILITY SUPPLY	0010-801-4210-22150	838.27	JANITORIAL SUPPLIES	16-0361	306713	
						838.27
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22300	25.32	UNIFORMS		81 *	
	0060-801-4211-22300	25.32	UNIFORMS		81 *	
	0060-801-4211-22300	25.32	UNIFORMS		81 *	
	0060-801-4211-22150	22.26	SHOP RAGS		81 *	
	0010-801-3210-22150	13.76	SHOP RAGS		81 *	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22150	22.26	SHOP RAGS		81 *	
	0010-801-3210-22150	13.76	SHOP RAGS		81 *	
	0060-801-4211-22150	22.26	SHOP RAGS		81 *	
	0010-801-3210-22150	13.76	SHOP RAGS		81 *	184.02
PUBLIC WORKS SAFETY SUPPLIES	0010-801-4202-23950	359.70	FLEET SUPPLIES		306714	
	0010-801-4202-23950	414.20	FLEET SUPPLIES		306714	773.90
PYRO-COMM SYSTEMS, INC	0075-450-0075-08320	1,875.00	LIBRARY FIRE ALARM (TRUST)		306715	
	0075-450-0075-08320	162.27	LIBRARY FIRE ALARM (TRUST)		306715	2,037.27
QUILL CORPORATION	0010-801-3205-21350	16.33	OFFICE SUPPLIES		306716	
	0010-801-3205-21350	108.99	OFFICE SUPPLIES-CREDIT		306716	
	0010-801-3205-21350	15.45	OFFICE SUPPLIES		306716	
	0010-801-3205-21350	78.45	OFFICE SUPPLIES		306716	
	0010-801-3205-21350	108.99	OFFICE SUPPLIES		306716	110.23
R S D REFRIGERATION	0010-801-4210-38150	57.55	AIR CONDITIONING PARTS		306717	
	0010-801-4210-38150	76.48	AIR CONDITIONING PARTS		306717	
	0010-801-4210-38150	299.53	AIR CONDITIONING PARTS		306717	
	0010-801-4210-38150	288.43	AIR CONDITIONING PARTS		306717	721.99
MARGARET RAMIREZ	0010-801-1301-22670	25.00	COUNCIL PRESENTATION PHOTO	16-0124	306718	25.00
RED WING SHOE STORES	0010-801-4209-22300	152.75	SAFETY BOOTS-D BURNETT	16-0228	306719	
	0092-801-4223-22300	200.00	SAFETY BOOTS-D ABARCA	16-0230	306719	
	0092-801-4223-22300	200.00	SAFETY BOOTS-E VILLARROEL	16-0230	306719	
	0092-801-4223-22300	200.00	SAFETY BOOTS-S VILLAREAL	16-0230	306719	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
RED WING SHOE STORES	0092-801-4223-22300	200.00	SAFETY BOOTS-D FERNANDEZ	16-0230	306719	
	0092-801-4223-22300	200.00	SAFETY BOOTS-F DOMINGUEZ	16-0230	306719	
						1,152.75
	0010-801-4209-22300	165.45	SAFETY BOOTS-C NELSON	16-0228	306720	
	0010-801-4209-22300	122.92	SAFETY BOOTS-M REYES	16-0228	306720	
	0010-801-4209-22300	222.76	SAFETY BOOTS-L ROMERO	16-0228	306720	
	0010-801-4209-22300	222.76	SAFETY BOOTS-R QUARTON	16-0228	306720	
	0010-801-4209-22300	182.65	SAFETY BOOTS-D BURNETT	16-0228	306720	
	0010-801-4209-22300	225.00	SAFETY BOOTS-E TORRECILLAS	16-0228	306720	
	0010-801-4209-22300	224.18	SAFETY BOOTS-A BANUELOS	16-0228	306720	
	0010-801-4209-22300	184.81	SAFETY BOOTS-B FALLON	16-0228	306720	
	0010-801-4209-22300	225.00	SAFETY BOOTS-G FRANCO	16-0228	306720	
						1,775.53
	0010-801-6517-22310	160.44	SAFETY BOOTS-C REYES	16-0306	306721	
	0010-801-6517-22310	230.00	SAFETY BOOTS-M PEREZ	16-0306	306721	
	0010-801-6517-22310	230.00	SAFETY BOOTS-J RODRIGUEZ	16-0306	306721	
	0010-801-6517-22310	225.00	SAFETY BOOTS-R VALENZUELA	16-0306	306721	
	0010-801-6517-22310	214.90	SAFETY BOOTS-G MCFARLAND	16-0306	306721	
						1,060.34
RENT-A-TOOL	0010-801-4210-38400	32.72	EQUIPMENT RENTAL		306722	32.72
REVENUE & COST SPECIALIST, LLC	0010-801-1403-31950	3,062.50	DEV. IMPACT FEE SCHEDULE	16-0418	306723	
	0092-801-1403-31950	3,062.50	DEV. IMPACT FEE SCHEDULE	16-0418	306723	
						6,125.00
ROCHESTER MIDLAND	0178-801-6505-22150	587.70	JANITORIAL SUPPLIES	16-0134	306724	587.70
NANCY RODARTE	0010-701-0010-07050	35.70	REFUND PICNIC RESERVATION		306725	35.70

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
RON TURLEY ASSOC. INC	0060-801-4211-31950	2,054.50	FLEET MAINTENANCE SOFTWARE		82 *	2,054.50
S C FUELS (DBA)	0060-801-4211-22250	9,730.06	FUEL	16-0165	306726	9,730.06
SAIGON DIGITAL PRINTING & COPY	0010-801-3205-39250	337.90	FIRE INSPECTION NOTICE		306727	337.90
SUSAN SAXE-CLIFFORD, PH.D.	0010-801-1801-31900	450.00	PSYCHOLOGICAL EVALUATION		306728	450.00
SIGMANET, INC	0063-801-5002-99066	16,207.96	NETWORK EQUIPMENT UPGRADE	16-0327	306729	20,953.51
	0063-850-5002-99055	4,745.55	NETWORK SOFTWARE UPGRADE		306729	
SMARDAN SUPPLY COMPANY	0010-801-4210-23300	1,113.45	WATER SUPPLIES	16-0265	306730	3,571.81
	0010-801-4210-23300	1,450.69	WATER SUPPLIES	16-0265	306730	
	0010-801-4210-23300	897.35	WATER SUPPLIES	16-0265	306730	
	0010-801-4210-23300	110.32	WATER SUPPLIES	16-0265	306730	
SNAP-ON INDUSTRIAL, A DIVISION OF J	0042-801-4204-23700	380.39	FLEET TOOLS/SUPPLIES		83 *	447.14
	0060-801-4211-38400	66.75	FLEET TOOLS/SUPPLIES	16-0037	83 *	
SOUTHEAST CONSTRUCTION PRODUCT	0092-801-4210-23050	233.67	CONSTRUCTION SUPPLY		306731	233.67
SOUTHERN CALIFORNIA GAS COMPANY	0444-801-5004-96067	5,931.00	CST SERVICE FEE	16-0324	306732	14,619.00
	0109-801-5002-96067	5,931.00	CST SERVICE FEE	16-0324	306732	
	0444-801-5004-96067	1,378.50	CST MAINTENANCE FEE	16-0324	306732	
	0109-801-5002-96067	1,378.50	CST MAINTENANCE FEE	16-0324	306732	
STAPLES BUSINESS ADVANTAGE	0010-801-3230-39700	120.27	OFFICE SUPPLIES		306733	120.27

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WILLIAM STECYK	0010-801-1801-39400	992.00	TUITION REIMBURSEMENT		306734	992.00
SUPERIOR COURT OF CALIFORNIA - COUN	0010-701-0010-03620	10,901.32	CITATION PROCESSING		306735	10,901.32
SUPREME TROPHIES & GIFTS CO.	0092-801-4210-23050	5.45	PLATE		306736	5.45
TANK SPECIALISTS OF CALIFORNIA	0060-801-4211-22250	125.00	DESIGNATED OP. SVC.	16-0139	306737	870.00
	0060-801-4211-22250	125.00	DESIGNATED OP. SVC.	16-0139	306737	
	0060-801-4211-22250	620.00	SYSTEM CERTIFICATION	16-0139	306737	
KIRK A. TEMPLEMAN	0349-801-3201-39400	25.00	REIMBURSE BOOK		306738	25.00
CHU THAI	0010-801-1801-39400	1,380.00	TUITION REIMBURSEMENT		306739	1,380.00
THE PUN GROUP, LLP	0010-850-1403-31800	4,150.00	AUDIT SERVICES	90684	306740	10,000.00
	0010-801-1403-31800	5,850.00	AUDIT SERVICES	16-0257	306740	
THOMSON WEST DBA BARCLAYS LAW	0010-801-3205-39350	145.00	SUBSCRIPTION-FIRE PREVENTION		306741	145.00
TOM'S CLOTHING & UNIFORMS INC	0010-801-6517-22300	98.65	UNIFORMS-M RAMIREZ	16-0398	306742	
	0010-801-6517-22300	300.00	UNIFORMS-R POBLANO	16-0398	306742	
	0010-801-6517-22300	92.65	UNIFORMS-J RODRIGUEZ	16-0398	306742	
	0010-801-4209-22300	208.19	UNIFORMS-R SNADOVAL	16-0169	306742	
	0010-801-4209-22300	300.00	UNIFORMS-G FRANCO	16-0169	306742	
	0109-801-6511-22310	176.58	UNIFORMS-A CARRANZA		306742	
	0109-801-6511-22310	179.85	UNIFORMS-W ROMODEVIVAR		306742	
	0109-801-6511-22310	81.75	UNIFORMS-W ROMODEVIVAR		306742	
	0092-801-4223-22300	207.65	UNIFORMS-D RUIZ	16-0261	306742	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0092-801-4223-22300	300.00	UNIFORMS-S CRUZ	16-0261	306742	
	0092-801-4223-22300	49.84	UNIFORMS-D FERNANDEZ	16-0261	306742	
	0010-801-1702-22300	100.00	UNIFORMS-B STECYK		306742	
	0010-801-1702-22310	300.00	UNIFORMS-B STECYK		306742	
	0075-450-0075-08420	86.82	UNIFORMS-S TORRES (TRUST)		306742	
	0010-801-3210-22310	32.70	UNIFORMS-S REILLY	16-0056	306742	
	0010-801-3210-22310	172.22	UNIFORMS-C KILBURN	16-0056	306742	
	0010-801-3210-22310	167.86	UNIFORMS-C CACCIATORI	16-0056	306742	
	0010-801-3210-22310	52.32	UNIFORMS-J GIN	16-0056	306742	
	0010-801-3210-22310	81.75	UNIFORMS-T STARK	16-0056	306742	
	0010-801-3210-22310	119.90	UNIFORMS-R RYSDON	16-0056	306742	
	0010-801-3210-22310	109.00	UNIFORMS-J CHANG	16-0056	306742	
	0010-801-3210-22310	27.25	UNIFORMS-B GOMORY	16-0056	306742	
	0010-801-3210-22310	109.00	UNIFORMS-J GIN	16-0056	306742	
	0010-801-3210-22310	362.97	UNIFORMS-R DE ROSA	16-0056	306742	
	0010-801-3210-22310	136.25	UNIFORMS-N LIMA	16-0056	306742	
	0010-801-3210-22310	65.40	UNIFORMS-G FOWLER	16-0056	306742	
	0010-801-3210-22310	148.24	UNIFORMS-M SILVESTRO	16-0056	306742	
	0010-801-3210-22310	282.31	UNIFORMS-K LEASURE	16-0056	306742	
	0010-801-3210-22310	796.79	UNIFORMS-S HABERLE	16-0056	306742	
	0010-801-3210-22310	43.60	UNIFORMS-C KILBURN	16-0056	306742	
	0010-801-3210-22310	32.70	UNIFORMS-R BLAKE	16-0056	306742	
	0010-801-3210-22310	109.00	UNIFORMS-D CLINE	16-0056	306742	
						5,331.24
TRANSPORTATION ENGINEERING AND PLAN	0023-801-5002-96070	5,518.00	FAST RACK BIKE LANE	16-0160	306743	
						5,518.00
TRI-MOUNTAIN	0010-801-1301-22750	49.80	UNIFORM-ELECTED OFFICIALS		306744	
						49.80
TURF STAR INC	0060-801-4211-38400	466.56	FLEET PARTS-UNIT 070		306745	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						466.56
TURNOUT MAINTENANCE COMPANY LLC	0010-801-3210-22300	508.00	FIRE UNIFORM CLEAN/REPAIR		306746	508.00
UC REGENTS	0010-801-3220-39400	2,735.68	FIRE-CONTINUED EDUCATION	16-0211	306747	
	0010-801-3220-39400	2,735.68	FIRE-CONTINUED EDUCATION	16-0211	306747	5,471.36
UNDERGROUND SERVICE ALERT	0092-801-4223-39300	171.00	UNDERGROUND UTILITY SERVICES		306748	171.00
UNITED PARCEL SERVICE	0092-801-4210-23050	50.00	DELIVERY SERVICES		306749	50.00
UNITED STATES POST OFFICE	0092-801-4221-32200	225.00	POSTAL PERMIT FEE		306750	225.00
UNITED STATES POSTAL SERVICE	0043-801-6509-31880	3,800.00	CASCADES POSTAGE	16-0135	306751	3,800.00
V & V MANUFACTURING INC	0010-801-3103-22750	884.43	POLICE BADGE		306752	884.43
DIANE VIVONA-SAIZ	0160-801-3101-39400	285.14	POLICE TRAINING		306753	
	0160-801-3101-39400	85.49	POLICE TRAINING		306753	370.63
VORTEX INDUSTRIES, INC	0092-801-4210-38100	336.00	LANGLEY DOOR REPAIR		306754	336.00
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	73.50	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	67.80	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	58.28	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	17.54	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	1,008.53	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	449.63	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	162.12	BLDG MAINT SUPPLIES		306755	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	123.40	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	137.65	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	36.27	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	149.38	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	88.21	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	15.63	BLDG MAINT SUPPLIES		306755	
	0010-801-4210-23400	85.87	BLDG MAINT SUPPLIES		306755	2,473.81
XIAODONG WANG	0159-801-6507-31920	1,151.25	INSTRUCTOR-RECREATION CLASS		306756	1,151.25
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	27.69	FLEET PARTS	16-0240	84 *	
	0060-801-4211-23500	23.47	FLEET PARTS	16-0240	84 *	
	0060-801-4211-23500	54.11	FLEET PARTS-UNIT 854	16-0240	84 *	
	0060-801-4211-23500	9.82	FLEET PARTS-UNIT 882	16-0240	84 *	
	0060-801-4211-23500	36.36	FLEET PARTS-UNIT 064	16-0240	84 *	
	0060-801-4211-23500	73.51	FLEET PARTS-UNIT 960	16-0240	84 *	
	0060-801-4211-23500	1.13	FLEET PARTS-UNIT 982	16-0240	84 *	
	0060-801-4211-23500	94.84	FLEET PARTS-UNIT 019	16-0240	84 *	
	0060-801-4211-23500	67.36	FLEET PARTS-UNIT 990	16-0240	84 *	
	0060-801-4211-23500	181.87	FLEET PARTS-UNIT 964	16-0240	84 *	
	0060-801-4211-23500	26.98	FLEET PARTS-UNIT 964	16-0240	84 *	
	0060-801-4211-23500	21.56	FLEET PARTS-UNIT 007	16-0240	84 *	
	0060-801-4211-23500	13.08-	FLEET PARTS-CREDIT	16-0240	84 *	
	0060-801-4211-23500	5.34-	FLEET PARTS-CREDIT	16-0240	84 *	
						600.28
WELLS FARGO FINANCIAL LEASING	0092-801-4212-37500	811.99	COPIER RENTAL	16-0244	306757	811.99
WESTCO SERVICE COMPANY	0010-801-4210-38150	521.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	491.00	AIR CONDITIONING REPAIR	16-0221	306758	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WESTCO SERVICE COMPANY	0010-801-4210-38150	1,142.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	613.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	2,305.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	511.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	1,487.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	539.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	491.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	966.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	622.00	AIR CONDITIONING REPAIR	16-0221	306758	
	0010-801-4210-38150	795.00	AIR CONDITIONING REPAIR	16-0221	306758	
						10,483.00
WHITE CAP CONSTRUCTION SUPPLY	0010-801-4210-23400	251.71	BLDG MAINT SUPPLIES		306759	
	0010-801-4209-22300	107.87	BLDG MAINT SUPPLIES		306759	
	0010-801-4209-22300	27.85	BLDG MAINT SUPPLIES		306759	
						387.43
WILLIES TIRES AND ALIGNMENT	0060-801-4211-38400	50.00	FLEET TIRES-UNIT 965	16-0015	306760	
						50.00
WITTMAN ENTERPRISES	0010-801-3220-31400	6,141.00	AMBULANCE BILLING SVC.	16-0063	306761	
						6,141.00
WONDRIES TOYOTA	0060-801-4211-23500	222.34	FLEET PARTS-UNIT 017	16-0016	306762	
						222.34
ZUMAR INDUSTRIES, INC.	0022-801-4206-23800	132.60	STREET SIGNS & SUPPLIES	16-0278	85 *	
						132.60
TOTAL FOR REGULAR WARRANTS						575,738.14
PRINTED		565,205.96				
E-PAYABLE		10,532.18				

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TOTAL FOR PREPAID WARRANTS	118,355.69
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	565,205.96
TOTAL FOR PRINTED E-PAYABLES	10,532.18
TOTAL WARRANTS	694,093.83
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	41
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	162
TOTAL E-PAYABLES PRINTED	15
TOTAL CHECKS ISSUED	218

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FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	53,358.71	148,991.15	202,349.86
0022	STATE GAS TAX FUND	680.40	42,401.39	43,081.79
0023	BIKE ROUTE FUND	0.00	5,518.00	5,518.00
0042	SEWER FUND	0.00	1,301.00	1,301.00
0043	REFUSE FUND	557.73	4,892.92	5,450.65
0060	CITY SHOP FUND	4,963.41	22,294.01	27,257.42
0062	GENERAL LIABILITY FUND	0.00	1,875.00	1,875.00
0063	TECHNOLOGY INTERNAL SERV FUND	0.00	20,953.51	20,953.51
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	107.00	107.00
0075	SPECIAL DEPOSITS FUND	874.53	125,544.28	126,418.81
0077	BUSINESS IMPROVEMENT AREA #1	448.41	60.00	508.41
0092	WATER FUND	2,202.48	21,338.30	23,540.78
0093	WATER TREATMENT FUND	0.00	56,532.00	56,532.00
0109	OPA PROPOSITION A	68.95	9,762.38	9,831.33
0110	MEASURE R FUND	0.00	2,633.00	2,633.00
0131	LIBRARY TAX FUND	239.88	17.35	257.23
0132	STC STANDARDS/TRAINING/CORREC	990.00	0.00	990.00
0136	POST	511.50	0.00	511.50
0142	EL CIVIC EDUCATION GRANT	215.40	663.08	878.48
0159	RECREATION FUND	0.00	8,383.80	8,383.80
0160	ASSET FORFEITURE	30,110.00	370.63	30,480.63
0165	AIR QUALITY IMPROVEMENT FUND	0.00	85.00	85.00
0166	PROPOSITION C	19,628.30	65,431.03	85,059.33
0169	CDBG FUND	204.54	0.00	204.54
0176	MAINTENANCE DISTRICT 93-1	84.98	22,811.00	22,895.98
0178	PROP A - PER PARCEL GRANT	0.00	587.70	587.70
0184	USED OIL RECYCLING BLOCK GRANT	0.00	1,882.00	1,882.00
0229	BULLETPROOF VEST POLICE GRANT	626.75	0.00	626.75

10/29/2015 11:11:54 AM

CITY OF MONTEREY PARK  
FINAL WARRANT REGISTER  
COUNCIL MEETING DATE 11/04/2015  
FUND SUMMARY

40

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0264	USED OIL COMPETITIVE GRANT	0.00	1,282.50	1,282.50
0335	SELECTIVE TRAFFIC ENFORCEMENT	1,403.82	0.00	1,403.82
0344	MAINTENANCE GRANT (075)	0.00	1,317.61	1,317.61
0349	ELAC INSTRUCTIONAL SERV PROG	1,185.90	1,225.00	2,410.90
0444	CNG FUELING SYSTEM GRANT	0.00	7,309.50	7,309.50
0452	CMAQ BUS SHELTERS GRANT	0.00	168.00	168.00
<b>TOTAL</b>		<b>118,355.69</b>	<b>575,738.14</b>	<b>694,093.83</b>





# City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** **New Business**  
**Agenda Item 6-B.**

**TO:** The Honorable Mayor and City Council  
**FROM:** Vincent D. Chang, City Clerk  
**SUBJECT:** City Council Minutes

**RECOMMENDATION:**

It is recommended that the City Council

- (1) Approve the minutes from the regular and special meeting of October 7, 2015 and the special joint Centennial meeting of October 14, 2015; and
- (2) Take such additional, related, action that may be desirable.

**EXECUTIVE SUMMARY:**

None.

**BACKGROUND:**

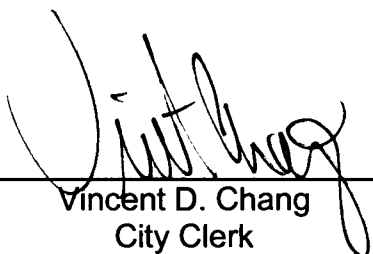
None.

**FISCAL IMPACT:**

None.


Respectfully submitted,

Prepared by:

  
\_\_\_\_\_  
Vincent D. Chang  
City Clerk

  
\_\_\_\_\_  
Helena Cho  
Secretary

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

**Attachments:** (Regular) October 7, 2015, (Special) October 7, 2015 (Special Joint) October 14, 2015

**MINUTES  
MONTEREY PARK CITY COUNCIL  
SUCCESSOR AGENCY (SA)  
SPECIAL MEETING  
OCTOBER 7, 2015**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 7, 2015 at 6:00 p.m.

**CALL TO ORDER:**

Mayor Chan called the meeting to order at 6:00 p.m.

**ROLL CALL:**

City Manager Paul Talbot called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan

Council Members Absent: Mitchell Ing

Also Present: City Manager Paul Talbot, City Attorney Mark Hensley

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

None.

**ORAL & WRITTEN COMMUNICATIONS**

None.

**CLOSED SESSION-** The City Council adjourned to Closed Session at 6:00 p.m.

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - GOVERNMENT CODE § 54956.8: 1 item**

Property:	APN 5275-003-016 2300 Greenwood Ave Monterey Park CA 91755
City Negotiators:	Paul Talbot, City Manager; Mark Hensley, City Attorney
Negotiating Parties:	Monterey Park Retail Partners, LLC (Market Place Project)
Under Negotiation:	Price and terms of payment

**2. CONFERENCE WITH LABOR NEGOTIATOR - GOVERNMENT CODE § 54957.6**

City Negotiators:	Paul Talbot, City Manager
Employee Organization:	Executive Management Employees

**RECONVENE & ADJOURNMENT**

The Council reconvened from Closed Session with all Council Members present and the meeting was adjourned at 7:00 p.m.

**Action Taken:** No reportable action taken during Closed Session.

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Vincent D. Chang  
City Clerk

**MINUTES  
MONTEREY PARK CITY COUNCIL  
SUCCESSOR AGENCY (SA)  
REGULAR MEETING  
OCTOBER 7, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 7, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

**CALL TO ORDER:**

Mayor Chan called the meeting to order at 7:02 p.m.

**FLAG SALUTE:**

The Monterey Park Fire Explorers led the flag salute.

**ROLL CALL:**

City Clerk Vincent Chang called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan, Mitchell Ing arrived at 9:17 p.m.

Council Members Absent: None.

**ALSO PRESENT:** City Manager Paul Talbot, City Attorney Mark Hensley, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Police Chief Jim Smith, Recreation and Community Services Director Dan Costley, Management Services Director Chu Thai, Community and Economic Development Director Michael Huntley, Human Resources Director Tom Cody, City Librarian Norma Arvizu, Controller Annie Yaung, Assistant City Engineer Rey Alfonso, Water Utility Manager Frank Heldman, Deputy City Clerk Cindy Trang, Economic Development Specialist Donna Ramirez

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

None.

**1. PRESENTATION**

**1A. WATER CONSERVATION UPDATE AND STATUS REPORT ON WATER CAPITAL IMPROVEMENT PLAN**

**Discussion:** This item was heard after Item No. 6C. Water Utility Manager Heldman and Public Works Director/Assistant City Manager Bow presented the PowerPoint presentation.

**MISSION STATEMENT**

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

**ORAL AND WRITTEN COMMUNICATIONS**

- Sarkis Antonian expressed concerns regarding water conservation, global warming, water heaters and the high speed rail.
- Joyce Chan, extended an invitation to the Council and the community to attend the 7<sup>th</sup> Annual Walk For Literacy.
- Larry Sullivan, president of the Lion's Club, provided updated information on the organization's Eyesight for Kids program and the possibility of extending the program to the City of Alhambra.
- Dominic Lombardo praised Council and staff for moving forward with the Monterey Park Village project.
- Johnny Thompson expressed concerns regarding the potential heavy rain from El Nino and suggested educating the community through mailers or a town hall meeting.

**2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)**

**NEW BUSINESS**

**2A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF OCTOBER 7, 2015**

*See Successor Agency Minutes*

**2B. SUCCESSOR AGENCY MINUTES**

*See Successor Agency Minutes*

**This is the end of Successor Agency (SA) items.**

3. **CITY OF MONTEREY PARK CONSENT CALENDAR**

None.

4. **PUBLIC HEARING**

None.

5. **UNFINISHED BUSINESS**

5A. **SECOND READING OF AN ORDINANCE ADOPTING THE SOUTH GARFIELD VILLAGE SPECIFIC PLAN AND A RESOLUTION TO AMEND THE FISCAL YEAR 2015-16 BUDGET TO ALLOCATE \$900,000 TO CONSTRUCT CERTAIN PUBLIC IMPROVEMENTS WITHIN THE SOUTH GARFIELD VILLAGE SPECIFIC PLAN AREA**

The ordinance was introduced following a public hearing on September 16, 2015. Part of the City Council's motion included action to allocate 50% of the \$1.8 million of funds set aside for economic development, specifically for the South Garfield Village Specific Plan. Additionally, the Council directed staff to create a plan for the spending of such funds for the median improvements to be presented to the City Council for review and approval. To implement that action requires a budget amendment. If adopted, the draft resolution would authorize the City Manager to reallocate \$900,000 to the South Garfield Village Specific Plan.

**Action Taken:** This item was heard after Item No. 1A. The City Council (1) waived second reading and adopted Ordinance No. 2123; and (2) adopted Resolution No. 11790 amending the FY 2015-16 City Budget to allocate \$900,000 toward construction of certain public improvements within the South Garfield Village Specific Plan area was amended to allocate 50% of the funds from the Economic Development Trust Fund; and (3) directed staff to agendaize for the next council meeting, a report on allocation of the remaining 50% of the funds from the Economic Development Trust Fund for improvement of the downtown area.

**Motion:** Moved by Council Member Real Sebastian and seconded by Mayor Pro Tem Ing, motion carried by the following vote:

Ayes: Council Members: Liang, Lam, Real Sebastian, Ing, Chan  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**Ordinance No. 2123, entitled:**

AN ORDINANCE CERTIFYING A MITIGATED NEGATIVE DECLARATION AND ADOPTING THE SOUTH GARFIELD VILLAGE SPECIFIC PLAN

**Resolution No. 11790, entitled:**

A RESOLUTION APPROVING A BUDGET ADJUSTMENT FOR THE SOUTH GARFIELD VILLAGE SPECIFIC PLAN IN ACCORDANCE WITH RESOLUTION NO. 11749 (THE FISCAL YEAR 2015-2016 BUDGET RESOLUTION)

**6. NEW BUSINESS**

**6A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF OCTOBER 7, 2015**

It is required that the City Council approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 306116- 306377 and e-Payables numbered 000027-000049.

**Action Taken:** This item was heard after Item Nos. 2A and 2B. The City Council made a motion to approve Item Nos. 6A and 6B. The City Council approved payment of warrants and adopted Resolution No. 11789 allowing certain claims and demands per Warrant Register dated October 7, 2015 totaling \$2,012,238.21 and specifying the funds out of which the same are to be paid.

**Motion:** Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Chan
Noes:	Council Members:	None
Absent:	Council Members:	Ing
Abstain:	Council Members:	None

**Resolution No. 11789, entitled:**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 7TH DAY OF OCTOBER 2015 TOTALING \$2,012,238.21 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

**6B. CITY COUNCIL MINUTES**

Approve the minutes from the regular and special meeting of September 2, 2015.

**Action Taken:** The City Council approved the minutes from the regular and special meeting of September 2, 2015. Motion taken with Item No. 6A.

**6C. SIEMENS ENERGY EFFICIENCY PHASE I SUMMARY AND AUTHORIZATION TO PROCEED WITH PHASE II**

On September 17, 2014, the City Council authorized Siemens Industry Inc. (Siemens) to install various energy efficiencies to the city's assets and infrastructure. Throughout the past twelve months, Siemens has worked with City staff to complete all tasks within the \$10.5 million project.

The next step, referred to as Phase II, is a \$3.6 million project to purchase available streetlights and poles from Southern California Edison (SCE) and convert existing incandescent lamp heads to more energy efficient light-emitting diode (LED) lamp heads. Streetlights converted to LED lamps will cut electricity

consumption by 1.15 million kWh per year. Considering current financing options, Phase III will pay for itself within 15 years, and save the City \$84,000 annually.

Monterey Park is part of the San Gabriel Valley Energy Wise Partnership (SGVEWP), managed by SGVCOG. It is the goal of Monterey Park to obtain SCE Silver Level designation with the completion of Phase I improvements and retrofits. The next challenge would be to achieve Gold Level, only possible by converting Monterey Park streetlights to LED.

**Public Speakers:**

- Nancy Acuri expressed concerns regarding the maintenance responsibility of street lights.
- Larry Sullivan cautioned the Council regarding funding for the purchase of street lights.

**Action Taken:** The City Council (1) received and filed this report, summarizing Phase I of the Siemens Energy Efficiency upgrades; (2) authorized the City Manager and City Attorney to finalize a purchase agreement related to the purchase of streetlights with Southern California Edison; (3) directed staff to conduct financing options for the acquisition and conversion to light-emitting diode (LED) streetlights and (4) directed staff to provide to Council a copy of the location and installation year of all the street light poles in the city.

**Motion:** Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Chan
Noes:	Council Members:	Real Sebastian
Absent:	Council Members:	Ing
Abstain:	Council Members:	None

**RECESSED AND RECONVENED**

The City Council recessed at 9:04 p.m. and reconvened with all council members present at 9:17 p.m.

**6D. DECLARATION OF SURPLUS PROPERTY AND AWARD OF PURCHASE --  
HONEYWELL SAFETY PRODUCTS SELF CONTAINED BREATHING  
APPARATUS**

The Fire Department's self-contained breathing apparatus are eight (8) years old and should be replaced to fully comply with current National Institute for Occupational Safety and Health ("NIOSH") and National Fire Protection Agency ("NFPA") standards. Our Fire Department has been offered a unique upgrade opportunity by Honeywell Safety Products to purchase Self Contained Breathing Apparatus masks and receive breathing units at no charge. In exchange, the Department will give Honeywell the outdated breathing apparatus. Staff seeks City Council consideration to accept Honeywell's offer and declare the outdated



equipment as surplus and award the purchase to L.N. Curtis & Sons, the authorized distributor for Honeywell.

**Action Taken:** This item was heard after Item No. 5A. The City Council (1) adopted Resolution No. 11791 declaring personal property as surplus and authorizing the City Manager to dispose of such property by sale, donation, or other means; (2) waived bidding requirements pursuant to Monterey Park Municipal Code § 3.20.040 (2) was amended to reflect the correct Municipal Code § 3.20.050 (2) and awarded a contract to L.N. Curtis & Sons. Funds in the amount of \$77,000 are budgeted in Fiscal Year 2015-2016, Account No. 0071-801-5004-88560; (3) authorized the City Manager, or designee, to execute an agreement, in a form approved by the City Attorney.

**Motion:** Moved by Council Member Liang, and seconded by Council Member Real Sebastian motion carried by the following vote:

Ayes: Council Members: Liang, Lam, Real Sebastian, Ing, Chan  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

**Resolution No. 11791, entitled:**

A RESOLUTION DECLARING PERSONAL PROPERTY AS SURPLUS AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SUCH PROPERTY BY SALE, DONATION, OR OTHER MEANS

**6E. APPROVE THE MEMORANDA OF UNDERSTANDING BETWEEN THE CITY AND THE CITY OF MONTEREY PARK'S SERVICE EMPLOYEE' INTERNATIONAL UNION, THE MONTEREY PARK MID-MANAGEMENT ASSOCIATION, AND THE MONTEREY PARK CONFIDENTIAL EMPLOYEES ASSOCIATION FIXING THE RATE OF COMPENSATION AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR REPRESENTED EMPLOYEES FOR THE TERM JULY 1, 2015 TO JUNE 30, 2017**

Representatives of the City of Monterey Park have met on numerous occasions with representatives of the Monterey Park Service Employees' International Union (SEIU), the Monterey Park Mid-Management Association (MMA), and the Monterey Park Confidential Employees Association (CEA) regarding wages; medical and dental benefits; annual personal leave cash out provisions; educational incentive allowances; longevity; increased vacation accruals; a revised retired medical program; and other terms and conditions of employment. The results of these negotiations are incorporated into the Memoranda of Understandings (MOUs) that are being presented to the City Council for approval and adoption of implementing Resolutions.

While there are slight differences between each association based on historical and current negotiating positions, all three MOUs contain similar proposals:

- 3% cash payment for fiscal year 2015-2016, based on the classification salary table, with Council approval of the MOU.
- By December 2016, if the identified "Economic Development Threshold" is achieved and the "Fiscal Safety Net" is not exceeded, employee will receive a six (6)-month 3% retroactive cash payment to July 1, 2015 and a 3% salary increase will be granted as of the first payroll cycle in January 2017.
- Increase medical and dental contributions.
- Educational Incentive pay.
- Increase Accrued Leave pay-outs at current compensation level.
- Longevity compensation in the 26th year of employment with the City of Monterey Park.
- City commitment towards retiree medical compensation for employees hired after January 1, 2016 is reduced to the CalPERS PEMHCA minimum (2016 = \$125mo).

**Action Taken:** The City Council (1) adopted Resolutions approving the three (3) Memoranda of Understanding between the City of Monterey Park and the Monterey Park Service Employees' International Union (SEIU) (Resolution No. 11792), the Monterey Park Mid-Management Association (MMA) (Resolution No. 11793), and the Monterey Park Confidential Employees Association (CEA) (Resolution No. 11794) were amended to increase the bilingual pay by \$50 for certified employees with a combination of verbal and written bilingual skill for the CEA and MMA groups; and (2) authorized the expenditure of \$366,272 for the 2015-2016 fiscal year, and amend the 2015-2016 Budget accordingly.

**Motion:** Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Ing, Chan
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

**Resolution No. 11792, entitled:**

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR CONTRACT YEAR 2015-2017 BETWEEN THE CITY OF MONTEREY PARK AND THE MONTEREY PARK SERVICE EMPLOYEES' INTERNATIONAL UNION

**Resolution No. 11793, entitled:**

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR CONTRACT YEAR 2015-2017 BETWEEN THE CITY OF MONTEREY PARK AND THE MONTEREY PARK MID-MANAGEMENT ASSOCIATION

**Resolution No. 11794, entitled:**

A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR CONTRACT YEAR 2015-2017 BETWEEN THE CITY OF MONTEREY

PARK AND THE MONTEREY PARK CONFIDENTIAL EMPLOYEES  
ASSOCIATION

**6F. ATLANTIC-HELLMAN TRAFFIC SIGNAL IMPROVEMENTS**

On May 7, 2014, the City Council awarded a contract to Steiny and Company, Inc. in the amount of \$139,552 for the Atlantic-Hellman Traffic Signal Improvements. The Council also authorized a 10 percent contingency for any unforeseen construction changes, and a total funding allocation of \$154,000. The project involved the replacement of the old traffic signal poles, controller, conduit and cable; updating the pavement markings, traffic signage and striping; and providing left-turn phasing for eastbound Hellman Avenue to northbound Atlantic Boulevard. The project is now complete, and the work has been inspected and approved by the Public Works Department.

The final cost of the project was \$161,506, which included \$21,954 in change order work necessitated by field conditions and power line clearance and service pedestal requirements imposed by Southern California Edison. The change order work included the redesign and modification of a main traffic signal pole; relocation of an existing signal pole; relocation of SCE's service feed; and additional concrete work.

**Action Taken:** The City Council (1) received and filed the Notice of Completion recorded by the Public Works Director on September 30, 2015 accepting the Atlantic-Hellman Traffic Signal Improvements completed by Steiny and Company, Inc.; and (2) authorized the allocation of an additional \$8,000 in Proposition C funds to cover the final cost of the project.

**Motion:** Moved by Council Member Real Sebastian and seconded by Council Member Liang, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Ing, Chan
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

**6G. AWARD OF CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR WATER MAIN IMPROVEMENTS IN NORTHWEST AREA**

On July 15, 2015, the City Council awarded a contract for the water main replacements in the northeast area of Monterey Park in the amount of \$4,211,420.60. The project includes the construction of three miles of new water main lines, services lines, water valves, meter boxes, fire hydrants and street pavement overlay. Due to the size and complexity of the project, contracting out for construction management services is necessary. The construction management firm will manage and provide fulltime inspection of all aspects of this project. The firm must also provide a licensed Civil Engineer, Water Line Installation Inspector with Certified Distribution Operator Grade "D3" and Treatment Certification Grade "T2", Public Works Inspector, Labor Compliance

Support, Administrative Support, and perform construction survey and material testing.

**Action Taken:** The City Council (1) awarded a Contract to KOA Corporation, in the amount of \$334,784; (2) authorized the Director of Public Works to approve change orders up to \$33,478 (up to ten percent of contract amount) for this project; and (3) authorized the City Manager, or designee, to execute a contract, in a form approved by the City Attorney, with KOA Corporation.

**Motion:** Moved by Council Member Real Sebastian and seconded by Council Member Liang, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Ing, Chan
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

**6H. ADOPT A RESOLUTION AUTHORIZING ADVERTISEMENT OF THE ACCESS CONTROL SYSTEM FOR CITY HALL BUILDING PROJECT**

Monterey Park City Hall currently incorporates a variety of different keypad systems controlling access to secure areas of City Hall. With all the technological improvements the past few years, new access control systems allow for much better security. The proposed access control system would incorporate a key/ID card that an employee would swipe for entry and enhance security throughout City Hall. The new system would be programmable and personalized so certain doors could be accessed by different personnel. This access could be changed at a centralized station and would only affect the one employee.

**Action Taken:** The City Council adopted Resolution No. 11795 to authorize advertisement of the Access Control System for City Hall Building Project.

**Motion:** Moved by Council Member Lam and seconded by Mayor Pro Tem Ing, motion carried by the following vote:

Ayes:	Council Members:	Liang, Lam, Real Sebastian, Ing, Chan
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

**Resolution No. 11795, entitled:**

A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS FOR THE ACCESS CONTROL SYSTEM FOR CITY HALL PURSUANT TO GOVERNMENT CODE § 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT

**6I. LA RIVER BACTERIA TOTAL MAXIMUM DAILY LOAD (TMDL) REDUCTION STRATEGY FOR RIO HONDO RIVER**

The Los Angeles Regional Water Quality Board adopted the Los Angeles River Bacteria Total Maximum Daily Load (LAR Bacteria TMDL) that requires cities to protect recreational uses in the Los Angeles River watershed that includes the Rio Hondo River and its tributaries. Cities are encouraged to collaborate with other cities and agencies to prepare and submit a joint Load Reduction Strategy (LRS).

The proposed MOU is a cost-sharing agreement for the collaborative funding and development of the LRS to comply with the MS4 permit. The parties would include the cities of Alhambra, Montebello, Monterey Park Pasadena, Rosemead San Gabriel, San Marino, South El Monte, South Pasadena, and Temple City and Los Angeles County and the Los Angeles County Flood Control District (LACFCD).

**Action Taken:** The City Council (1) authorized the City Manager to execute an Memorandum of Understanding, in a form approved by the City Attorney, to participate in a consortium of ten cities, Los Angeles County, and the Los Angeles Council Flood Control District to prepare a load reduction strategy for the Rio Hondo River to comply with the National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System (NPDES MS4) permit; and (2) approved an appropriation of \$44,850 in Refuse Funds for the City's share of the cost.

**Motion:** Moved by Council Member Real Sebastian and seconded by Mayor Pro Tem Ing, motion carried by the following vote:

Ayes: Council Members: Liang, Lam, Real Sebastian, Ing, Chan  
Noes: Council Members: None  
Absent: Council Members: None  
Abstain: Council Members: None

## **7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS**

Discussion on Certificate Policies. (Requested by Council Member Real Sebastian)

**Action:** The City Council directed staff to attach a summary log sheet of certificates processed from the prior month on the following month's presentation agenda.

Council Member Liang reported his attendance at the Geranium Festival, as well as the Library Board Foundation fundraiser, Santa Anita Day of the Races. Council Member Lam appointed Paul Perez to the Traffic Commission. Council Member Real Sebastian stated she attended the South California Association of Governments (SCAG) Transportation Committee meeting and the Geranium Festival. Mayor Pro Tem Ing wanted to dedicate this meeting to the passing of Robert Chu, spouse of the former Council Member Betty Tom Chu. Mayor Chan reported both he and Council Member Lam attended the League of California Cities Conference and Expo in San Jose, the Geranium Festival and the Day of the Races fundraiser.

8. **CLOSED SESSION**  
None.

**ADJOURNMENT**

There being no further business for consideration, the meeting was adjourned at 11:00 p.m. in memory of Robert Chu, spouse of a former Council Member, Betty Tom Chu.

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Vincent D. Chang  
City Clerk

**MINUTES  
MONTEREY PARK CITY COUNCIL  
CENTENNIAL COMMITTEE  
SPECIAL JOINT MEETING  
OCTOBER 14, 2015**

The City Council and Centennial Committee of the City of Monterey Park held a Special Joint Meeting at Garvey Ranch Park, located at 781 South Orange Avenue in the City of Monterey Park, Wednesday, October 14, 2015 at 6:00 p.m.

**CALL TO ORDER:**

Mayor Peter Chan called the meeting to order at 6:07 p.m.

**FLAG SALUTE:**

Mayor Peter Chan led the flag salute.

**ROLL CALL:**

Recreation and Community Services Director Dan Costley called the roll:

Council Members Present: Teresa Real Sebastian, Mitchell Ing, Peter Chan

Council Members Absent: Stephen Lam and Hans Liang

Centennial Committee Members: A majority of the committee members were present

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS**

None.

**ORAL AND WRITTEN COMMUNICATIONS**

None.

**UNFINISHED BUSINESS:**

**2-A. Centennial Logo - need to select new logo**

**Discussion:** Recreation and Community Services Director Dan Costley explained that the creator of the original logo wanted a financial agreement for use of the logo, which the committee did not want to do. After further discussion the committee decided to use a logo design by Cindy Costales' husband.

**Action taken:** The majority of the committee members voted to approved the new logo design.

**2-B. Centennial Logo - need to select new logo**

**Discussion / Action taken:**

**Rose Parade:**

Charles Meier of Paradiso Floats wrote in with several suggestions. Tim Estes of Fiesta Parade Floats will come to meet with the committee on Monday November 9<sup>th</sup>.

**5K Run:**

No report.

**Essay Contest:**



The Committee agreed that they would announce the Essay Contest winners at the Library Gala.

Summer Concert Series:

A letter was sent to Los Lobos requesting their performance on August 20, 2016.

Homecoming with Lions Club:

The event name was changed to "Coming Home".

Centennial Food Event:

No info provided on this event

Centennial Monument:

No report.

Centennial Coin:

Council Member Lam sent a message to see if Delario Robinson or Paul Perez may wish to chair the project.

Laura Scudder 'Home Made' Food Contest:

No report.

Play Days:

No info provided on this event

Bike Event

No report.

Time Capsule

It was established that this committee will work with the Centennial Monument committee.

Flag Project

No report.

## **2-C. Calendar**

### **Discussion / Action Taken:**

The committee agreed to add the "Day at the Races" on October 8, 2016; the Library Gala on May 29, 2016; and the Concert Series dates of June 18, 2016, July 16, 2016 and August 20, 2016.

## **NEW BUSINESS:**

### **3-A. Approval of Minutes: September 9, 2015**

**Action Taken:** The Centennial Committee approved the minutes from the special joint meeting of September 9, 2015.

### **3-B. Fundraising Sub Committee - Schedule Day & Time**

**Discussion:** It was decided that each subcommittee would provide at least 1 member for the Fundraising Committee. The staff would prepare a sponsorship letter with brochures before the November meeting. An account would be established with \$24,000 as seed money. The Fundraising subcommittee would meet after to further discuss the details. Council Member Real Sebastian announced that she has a list of local vendors who may be able to make substantial donations to the Centennial Committee.



**Action Taken:** Discussion only, no action taken.

**3-C. Play Days - How to enhance the event**

**Discussion:** Pageantry can prepare a float for approximately \$3,500 if so desired.

**Action Taken:** Discussion only, no action taken.

**3-D. Public relations**

**Discussion:** Recreation and Community Services Director Dan Costley asked the committee to start thinking of themes and other promotional ideas such as public service announcements and social media outreach.

**Action Taken:** Discussion only, no action taken.

**3-E. Select November meeting date (original date is Veterans Day)**

**Discussion / Action Taken:** After ensuing in a discussion, the committee agreed to meet on Monday November 9, 2015.

**ADJOURNMENT**

There being no further business for consideration, the City Council and the Centennial Committee meeting was adjourned at 7:05 p.m.

---

Vincent D. Chang  
City Clerk



## City Council Staff Report

DATE: **NOVEMBER 4, 2015**

AGENDA ITEM NO: **New Business  
Agenda Item 6-C.**

**TO:** The Honorable Mayor and City Council  
**FROM:** Michael Huntley, Director of Planning and Community Development  
**SUBJECT:** Consideration of Business Improvement District No. 1 (BID) annual report and the resolution of intent to set the public hearing date to consider the 2016 assessments (Council Action)

### **RECOMMENDATION:**

It is recommended that the City Council:

- (1) Receive and file the 2015 Annual Report with the City Clerk;
- (2) Adopt the Resolution of Intent and set the Public Hearing for November 18, 2015 for consideration of the 2016 BID assessments; and
- (3) Take such additional, related, action that may be desirable.

### **EXECUTIVE SUMMARY:**

The Business Improvement District No. 1 (BID) was established in 1986. California law requires the BID to file an annual report with the City Clerk summarizing its activities and expenditures for the past year and proposing its budget for the upcoming year. The law also requires the BID assessments to be renewed annually after conducting a public hearing. The Advisory Board to the BID requested that the City Council set a public hearing on November 18, 2015 to consider the 2016 Levy of Assessment Fees.

### **DISCUSSION:**

The BID is submitting its 2015 Annual Report for Business Improvement District No. 1 that identifies activities and expenditures during the 2015 Program Year and describes programs and the proposed budget for the upcoming 2016 Program year.

On September 24, 2015, the BIDAC conducted its annual members meeting. The meeting was held at the City Hall Community Room. Notices in English and Chinese were sent to all BID merchants inviting them to attend the meeting. The meeting was attended by only four BID merchants.

In 2015, BID received \$68,850 and expects to expend \$81,663 (See Exhibit "B"). In 2016, the BID expects to receive the same as 205, \$68,850. However, they expect to expend \$83,411 (See Exhibit "C").

It should be noted that the BID has been deficit spending for the past few years by approximately \$15 – 20K due to a substantial investment keeping the BID area clean, through contract with Chrysalis.

The BIDAC is proposing its 2016 BID programs and budget. The proposed 2016 Budget is included in the 2015 Annual Report.

A number of goals for the upcoming 2016 BID Program include, without limitation:

- Maintain a minimum reserve balance of \$50,000.
- Continue to work with the Downtown Garvey - Garfield businesses on ways they can assist in keeping the area attractive.
- Contract for a coordinator on project-by-project basis, to implement BID activities for a year and revisit accomplishments at the end of one year. The proposed coordinator will implement further activity for banners and local advertising.
- Partner with the City for the cost of installing and storage of new banners. The banners will complement both the City and the downtown. Obtaining sponsorships for banners will be one of the tasks of the project coordinator.
- Partner with the City to continue the successful downtown janitorial services. The city's image benefits directly from having a clean downtown.
- Consideration of transitioning to a new type of planter; possibly glazed, for the purpose of less maintenance due to calcium build-up.
- Consideration of a logo for the BID area merchants.
- Purchase new Christmas decorations for December 2016 streetscape display which will come to the City Council in 2016 for an additional appropriation.

When a project coordinator is identified, the BIDAC will return to the City Council for consideration of an appropriation to the 2015-2016 budget.


After receiving the BID's annual report, the Council should consider and adopt the attached Resolution of Intent to Levy an Annual Assessment for the BID for 2016. The resolution designates November 18, 2015 as the date for a Public Hearing on the levy of the proposed BID assessments and 2016 BID budget. The assessments will not be increased for 2016. The BID is on a schedule of 5% increases every other year. It was increased in 2015 and consideration of another increase will happen in December of 2016 for the 2017 calendar year.

Once the Public Hearing date is set, notice will be given to all businesses and property owners in the BID and published in the local newspaper.

**FISCAL IMPACT:**

Monies received are for a special assessment district and do not affect the City's general fund.

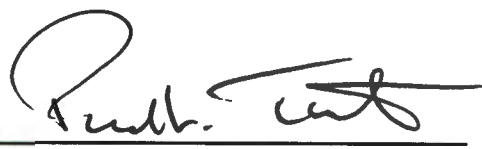
Respectfully submitted by:

  
\_\_\_\_\_  
Michael Huntley  
Director of Planning and  
Community Development

Prepared by:

  
\_\_\_\_\_  
Donna Ramirez  
Economic Development  
Specialist

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

Reviewed by:

  
\_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney

Attachments: 1) Resolution of Intent to Set a Public Hearing  
2) 2015 BID Annual Report

**ATTACHMENT 1**  
Resolution

**RESOLUTION NO. \_\_\_\_**

**A RESOLUTION DECLARING THE CITY OF MONTEREY PARK'S  
INTENT TO LEVY AND COLLECT INCREASED ASSESSMENTS  
WITHIN BUSINESS IMPROVEMENT DISTRICT NO. 1 FOR PROGRAM  
YEAR 2016 AND SETTING A PUBLIC HEARING.**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

**SECTION 1:** The City Council finds as follows:

- A. Cities are authorized under the Property and Business Improvement District Law of 1994 (Streets & Highways Code §§ 36600, *et seq.*) to establish business improvement districts ("BID") within their jurisdictions for the purpose of funding certain services;
- B. Business Improvement Area No. 1 was established by Ordinance No. 1604 on October 10, 1983 and modified by Ordinance No. 1656 on March 10, 1986;
- C. As required by applicable law, the City prepared an Annual Report for Program Year 2015 for Business Improvement Area No. 1 ("Report") and submitted it to the City Council; and
- D. Based upon the Report, the City Council proposes to levy assessments for Business Improvement Area No. 1 for Program Year 2016 as calculated in the Report which is incorporated by reference. A true and correct copy of the Report is available for public review in the City Clerk's office.

**SECTION 2:** This Resolution constitutes the City Council's notice pursuant to Streets and Highways Code § 36523.5 that it will consider increasing assessments for Business Improvement Area No. 1 at a meeting and public hearing held on November 18, 2015 at 7:00 p.m. or as soon thereafter as this matter may be heard, City Hall, Council Chambers, 320 West Newmark Avenue, Monterey Park, CA 91754. During the public hearing, the City Council will consider all testimonial and documentary evidence for or against the levy of the proposed assessments for Business Improvement Area No. 1 for Program Year 2016. Protests may be made orally or in writing. All written documents must be filed with the City Clerk at or before the time fixed for the hearing and contain sufficient documentation to verify business ownership and validate the particular protest. The form and manner of protests must comply with Streets and Highways Code §§ 36524 and 36525.

**SECTION 3:** If approved, the assessments would fund specific programs including, without limitation:

- A. Projects for the promotion of business in Monterey Park;
- B. Continuing to work with the city to meet the needs of businesses;

- C. Develop programs to improve the cleanliness of the Downtown; and
- D. Work with the merchants to create a more visitor friendly atmosphere.

**SECTION 4:** It is proposed that the BID collect an annual assessment of approximately \$68,850 for a period of 12 months (1) year(s). The 2016 fees remain the same as the 2015 fees. The following formula is used to calculate the assessment for each property owner within the BID:

### 2016 New BID Fee Schedule

(No increase for 2016)

<b>Business Type</b>	<b>Fee</b>	<b>Employee/Seat</b>	<b>Formula</b>
Retail	\$100.16	\$12.88	
Service (inc. Financial)	\$100.16	\$12.88	
Restaurant			
Without ABC	\$100.16	\$ 6.26	(1)
With ABC	\$100.16	\$ 7.51	(2)
Professional (inc. Insurance)	\$100.16	\$12.88	
Theater	\$100.16		
Wholesale	\$100.16		
Manufacturing	\$100.16		
Contractor	\$100.16		
Commercial Rental	\$21.90 + .006262 sq. ft.		(3)
Residential Rental	\$21.90		(4)
Hotel	\$21.90 per unit		
Laundromat	\$100.16		

- (1) 20 seats or less, no seat assessment fees. Over 20 seats, \$6.26 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$100.16 (base fee) + \$187.80 (30 seats x \$6.26) = \$287.96.
- (2) 20 seats or less, no seat assessment fees. Over 20 seats, \$7.86 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$100.16 (base fee) + \$235.80 (30 seats x \$7.86) = \$336.40.
- (3) Base fee is \$21.90 per unit. For every additional sq. ft. over 2,000; multiply excess by \$0.006262. Eg. 2,500 sq. ft., total charge is \$21.90 + \$3.13 (500 sq. ft. x \$0.006262) = \$25.03 (calculations are rounded up)
- (4) If you own 1-3 units, there is no charge. If you own more than 3 units, you pay \$21.90 per unit in excess of 3 units. Eg. You own 5 units. You pay \$21.90 x 2 (5 units – 3 units) = \$42.00

SECTION 5: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

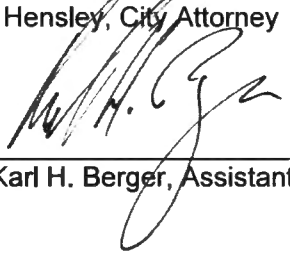
PASSED AND ADOPTED this 4th day of November, 2015.

\_\_\_\_\_  
Peter Chan,  
Mayor

ATTEST:

\_\_\_\_\_  
Vincent D. Chang,  
City Clerk

APPROVED AS TO FORM:  
Mark D. Hensley, City Attorney

By:   
\_\_\_\_\_  
Karl H. Berger, Assistant City Attorney



## **ATTACHMENT 2**

### **2015 BID Annual Report**

# **Business Improvement District No. 1**



## **2015 Annual Report**

**January 1, 2015 – December 31, 2015**

**DOWNTOWN**  
*Garvey - Garfield*

**VISION STATEMENT**

The Downtown Business Improvement District No. 1 (BID)  
was established to improve and preserve the business  
community in the “heart” of the city.

The Downtown area of the city is an important destination point  
for the business community and residents of Monterey Park. Through continued  
efforts in organization, beautification, promotion and revitalization, the city  
leaders and its business community will work together to preserve  
and improve the quality of life for future generations.

**Board Members:**

Johnny Thompson

Gene Jeng

Ivan Ho

Josephine Louie

David Tewasart

## **OVERVIEW**

The Business Improvement District Advisory Board (BIDAC) meets quarterly and during special meetings to discuss issues of concern to businesses located within the BID area. Programs addressing cleanliness, promotions, and marketing are all reflected in the budget for the BID. In addition the issues discussed, the Board also researches and plans innovative ways of promoting businesses and endeavors to maintain the goals and budget set forth in the Annual Report.

The City Council voted to increase assessments by 5% to meet the rising cost of maintaining the downtown BID.

## **HISTORY**

The Monterey Park Business Improvement District No.1, (BID) encompasses the area extending along Garvey Avenue from Ramona Avenue to Nicholson Avenue, and on Garfield Avenue from south of Newmark Avenue to Emerson Avenue (refer to Exhibit A). The Monterey Park City Council established the BID in 1986 at the request of local businesses in the area and the Downtown Merchants Association (DMA), pursuant to the California Streets and Highway Code Section 36500 et seq.

The primary responsibility of the BIDAC is to make recommendations to the City Council on the methods and ways in which revenues, derived from the annual assessment, may be used for the betterment of the BID businesses and the BID area.

The BIDAC is composed of five (5) members appointed by the City Council for one year and may serve for up to eight (8) years if reinstated by a Council member. Each City Council member appoints one Committee member. The BIDAC meets quarterly and as needed and hosts an annual meeting of the BID members-at-large at the end of the year; prior to the next year's assessments.

## **ACCOMPLISHMENTS**

This section of the of the Annual Report reflects the activities during 2015 for the promotion or enhancement of the BID area and it's businesses.

### **Cleanliness Campaign**

The BIDAC extended their agreement with Chrysalis for the janitorial services within BID No. 1.

As part of the BID's Cleanliness program, the BIDAC contracted a window washer to wash the outsides of merchant's windows. In addition, the BIDAC mailed letters encouraging businesses to wash the inside of the windows and sweep around the fronts of their establishments.

### **Holiday Promotion**

The BIDAC reached an agreement with World Journal as part of the World Journal's contribution to businesses within the BID to alleviate the impact of the Lunar Festival. Merchants within the BID will again be given two full-page ad spaces twice a year; twice before Christmas and twice before the Lunar New Year.

The BID continues to decorate the light poles and medians during the Winter Holiday season.

### **Business Support**

In support of the City's MPK Today611, the BIDAC mailed letters to each business providing them information on the new business app.

### **Planters**

Additional planters were purchased to replace those broken in recent years.

## **BUDGET**

### **2015-16 Program Year**

During the City's budget process, the City Council approved an activities and budget for the BID as recommended by the Business Improvement District Advisory Committee for July – December 2015.

The City received approximately \$68,849 in revenue from the BID for calendar year 2015.

The fee amount remains the same as 2015 with no increase for the 2016 calendar year. **Attachment "D" – Fee Schedule** reflects the fees for 2016.

**Exhibit "B"** reflect the estimated expenditures for calendar year 2015.

**Exhibit "C"** reflects the BID's Annual Program Budget for calendar year 2016.

## **GOALS**

This section of the Annual Report shows the programs or activities intended for 2016.

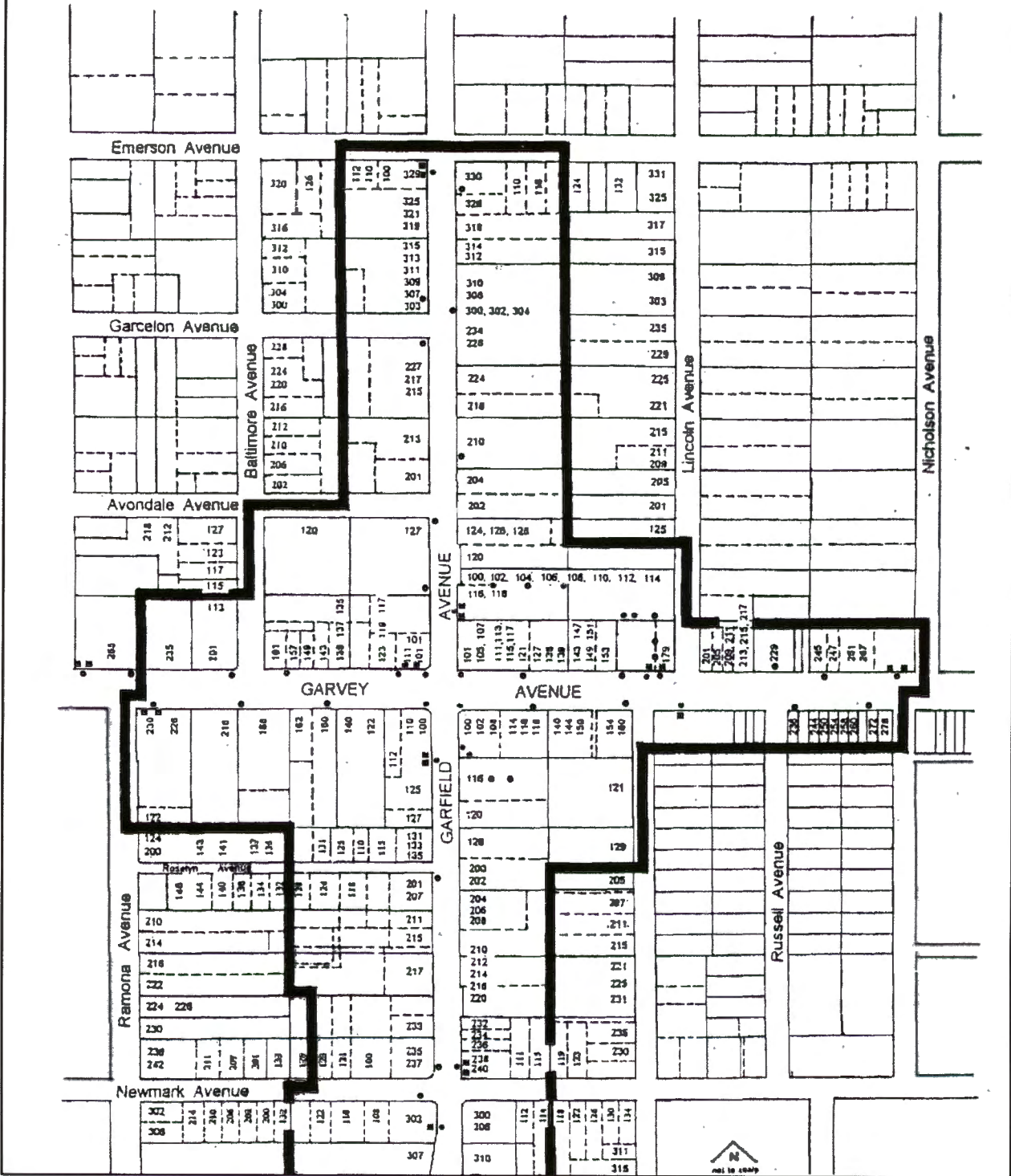
- Maintain a minimum reserve balance of \$50,000.
- Continue to work with the Downtown Garvey - Garfield businesses on ways they can assist in keeping the area attractive.
- Contract for a coordinator on a part-time basis or by project, to implement BID activities for a year and revisit accomplishments at the end of one year. The proposed coordinator will implement further activity for banners, local advertising, and the "We Smile First" programs.
- Partner with the City for the cost of installing and storage of new banners (**See Exhibit E – Sample Banner Design**). The banners will complement both the City and the downtown. Obtaining sponsorships for banners will be one of the tasks of the part-time coordinator.
- Partner with the City to continue the successful downtown janitorial services. The city's image benefits directly from having a clean downtown.
- Consideration of transitioning to a new type of planter; possibly glazed, for the purpose of less maintenance due to calcium build-up.
- Consideration of a logo for the BID area merchants.

### **Attachments:**

- A: BID Area Map
- B: 2015 Expenditures
- C: 2016 Budget
- D: 2016 Fee Schedule

EXHIBIT "A"

BUSINESS IMPROVEMENT DISTRICT NO.1



## EXHIBIT " B"

### Business Improvement District No. 1 - 2015 Financial Statement

Estimated Expenditures as from: 1/1/15 - 12/31/15			
Budget Item	Description	Vendor	2015 Estimated Expenditures
Administration	Postage	U. S. Postal c/o Pitney Bowes	\$1,170.00
	Business Cards		\$60.00
	Translation services		\$600.00
	California Assoc. Membership		\$300.00
	California Mainstreet Conference		\$450.00
	paper and envelopes		\$250.00
Promotions			
	Window Cleaning	Edison	\$800.00
	Holiday light - electricity		\$604.14
	Holiday lights (extra bulbs)		\$784.26
Decoration Installation	Storage and Installation of Holiday Lights.	Dextra Lite	\$4,700.00
Trash Receptacle Supplies	Add'l liners or lids		\$942.00
Landscaping/Planters	Planting supplies	Various	\$2,957.00
Custodial Contract	Maintenance of the BID	Chrysalis	\$68,046.00
<b>TOTAL</b>			<b>\$81,663.40</b>

Revenues for 2015: \$68,850.00

Reserves as of 10/5/15 (less expenses): \$206,753



## EXHIBIT "C"

### Business Improvement District No. 1 - 2016 Budget

Estimated Expenditures as from: 1/1/16 - 12/31/16			
Budget Item	Description	Vendor	2015 Estimated Expenditures
Administration	Postage	U. S. Postal c/o Pitney Bowes	\$1,000.00
	Business Cards		\$60.00
	Translation services		\$500.00
	California Assoc. Membership		\$300.00
	California Mainstreet Conference		\$450.00
	paper and envelopes		\$250.00
Promotions	Window Cleaning	Edison	\$800.00
	Holiday light - electricity		\$604.14
	Holiday lights (extra bulbs)		\$500.00
Decoration Installation	Storage and Installation of Holiday Lights.	Dextra Lite	\$4,700.00
Trash Receptacle Supplies	Add'l liners or lids		\$500.00
Landscaping/Planters	Planting supplies	Various	\$4,000.00
Custodial Contract	Maintenance of the BID	Chrysalis	\$69,747.00
<b>TOTAL</b>			<b>\$83,411.14</b>

Revenues for 2015: \$68,850.00

Reserves as of 10/5/15 (less expenses): \$206,753



## EXHIBIT "D"

### 2016 New BID Fee Schedule

(No increase for 2016)

<u>Business Type</u>	<u>Fee</u>	<u>Employee/Seat</u>	<u>Formula</u>
Retail	\$100.16	\$12.88	
Service (inc. Financial)	\$100.16	\$12.88	
Restaurant			
Without ABC	\$100.16	\$ 6.26	(1)
With ABC	\$100.16	\$ 7.51	(2)
Professional (inc. Insurance)	\$100.16	\$12.88	
Theater	\$100.16		
Wholesale	\$100.16		
Manufacturing	\$100.16		
Contractor	\$100.16		
Commercial Rental	\$21.90 + .006262 sq. ft.		(3)
Residential Rental	\$21.90		(4)
Hotel	\$21.90 per unit		
Laundromat	\$100.16		

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If you own 1-3 units, there is no charge. If you own more than 3 units, you pay \$21.90 per unit in excess of 3 units. Eg. You own 5 units. You pay  $\$21.90 \times 2 (5 \text{ units} - 3 \text{ units}) = \$42.00$



# City Council Staff Report

**DATE:** November 4, 2015

**AGENDA ITEM NO:** New Business  
Agenda Item 6-D.

**TO:** The Honorable Mayor and City Council  
**FROM:** Annie Yaung, CPFO, Controller  
**SUBJECT:** Authorize Transfer of Unclaimed Monies to the General Fund pursuant to Government Code §§ 50050-50056

**RECOMMENDATION** It is recommended that the City Council:

- (1) Adopt a Resolution authorizing the transfer of permanently escheated unclaimed bond deposits held in a special fund to the City's General Fund pursuant to Government Code §§ 50050-50056 and the Administrative Policy and Procedure No. 20-26 (Attachment 4); and
- (2) Take such additional, related, action that may be desirable.

**EXECUTIVE SUMMARY:**

The City's Finance Department maintains a listing of various deposits held by the City (Exhibit A). After three years, notice regarding unclaimed monies held by the City that exceed \$15.00 dollars must be published once a week, for two consecutive weeks, in a general circulation newspaper. If the monies remain unclaimed, the City Council may then transfer such funds to the General Fund.

**BACKGROUND:**

Escheat is the legal process of transferring ownership of unclaimed private monies to the government by operation of law. For any such funds held by the City which remain unclaimed, the City must provide notice per Government Code §§ 50050-50056 to attempt payment of such funds to the owners.


Government Code § 50051 requires the City to publish in a local newspaper a public notice (Exhibit B) which states the amount, the name of the payee and the date of the check when issued of all unclaimed money. If the owner of such monies fails to claim them within the time period stated in the public notice, the City Council may then escheat the funds and transfer them to the General Fund.

Government Code § 50052 describes the claiming process. Attached Exhibit A is a list of the unclaimed monies.

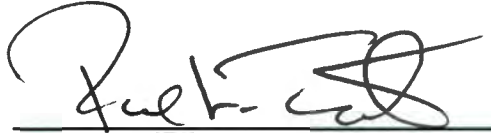
**Fiscal Impact**

If the City Council takes action, the General Fund would receipts in \$18,829.60, less the public notice fee of \$588.00, in the fiscal year 2015-16.

Respectfully submitted and prepared by:

  
\_\_\_\_\_  
Annie Young, CPFO  
Controller

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

Reviewed By:

\_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney


**ATTACHMENT(S):**

1. Resolution
2. Unclaimed Grading Permit Bonds Deposit
3. Public Notice
4. Unclaimed Monies Administrative Policy 20-26

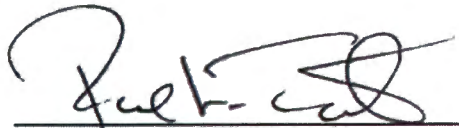
**Fiscal Impact**

If the City Council takes action, the General Fund would receipts in \$18,829.60, less the public notice fee of \$588.00, in the fiscal year 2015-16.

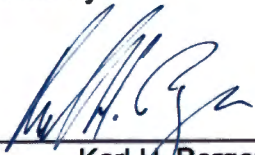
Respectfully submitted and prepared by:

  
\_\_\_\_\_  
Annie Young, CPFO  
Controller

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

Reviewed By:

  
\_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney

**ATTACHMENT(S):**

1. Resolution
2. Unclaimed Grading Permit Bonds Deposit
3. Public Notice
4. Unclaimed Monies Administrative Policy 20-26

# **ATTACHMENT 1**

## **Resolution**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ESTABLISHING UNCLAIMED MONIES BE  
RECOGNIZED AS PROPERTY OF THE CITY OF MONTEREY PARK  
AND ORDERING ITS TRANSFER TO THE CITY'S GENERAL FUND  
PURSUANT TO GOVERNMENT CODE § 50053.**

SECTION 1: The attached Exhibit "A," which is incorporated by reference, lists monies held by the City of Monterey Park and unclaimed in a special fund(s) for more than three years.

SECTION 2: Proper notice was given at least forty-five (45) days before October 26, 2015 that if monies remained unclaimed, they would become property of the City in accordance with Government Code § 50051.

SECTION 3: The City processed all claims or verified complaints for such monies.

SECTION 4: In accordance with Government Code §50053, the unclaimed monies on the attached list in the total amount of \$18,829.60 is the property of the City of Monterey Park and may be transferred from the respective fund(s) to the General Fund's cash account.

SECTION 5: This Resolution becomes effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED, this 4th day of November, 2015.

\_\_\_\_\_  
Peter Chan  
Mayor  
Monterey Park, California

ATTEST:

\_\_\_\_\_  
Vincent D. Chang, City Clerk  
Monterey Park, California

APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney

By: \_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney

STATE OF CALIFORNIA     )  
COUNTY OF LOS ANGELES ) SS  
CITY OF MONTEREY PARK )

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. \_\_\_\_\_ was duly adopted and passed at a regular meeting of the Monterey Park City Council on the 4<sup>th</sup> day of November, 2015 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Dated this 4th day of November, 2015

\_\_\_\_\_  
Vincent D. Chang, City Clerk  
Monterey Park, California



APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney

By:

  
Karl H. Berger  
Assistant City Attorney

STATE OF CALIFORNIA       )  
COUNTY OF LOS ANGELES ) SS  
CITY OF MONTEREY PARK )

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. \_\_\_\_\_ was duly adopted and passed at a regular meeting of the Monterey Park City Council on the 4<sup>th</sup> day of November, 2015 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Dated this 4th day of November, 2015

\_\_\_\_\_  
Vincent D. Chang, City Clerk  
Monterey Park, California

**ATTACHMENT 2**  
Unclaimed Grading Permit Bonds Deposit

**GRADING PERMIT BONDS DEPOSIT**  
**0075-450-0075-08200**

Date	Name	Address	Receipt #	Amount
3/26/2005	STEPHEN HONG	400 SEFTON	205877	\$11,312.00
4/19/2005	RELING WONG	283 S ORANGE	206436	\$901.50
4/19/2005	RELING WONG	283 S ORANGE	206436	\$1,300.00
4/19/2005	RELING WONG	283 S ORANGE	206436	\$320.10
2/6/2006	SANDY CHUI WONG	885 COUNTRY RD	212986	\$474.00
2/6/2006	SANDY CHUI WONG	885 COUNTRY RD	212986	\$720.00
2/16/2006	CHUR VEN WANG	314 DE LA FUENTE	213259	\$400.00
7/5/2006	WEN'S CONSTRUCTION	436 BRIGHTWOOD	216535	\$500.00
10/5/2006	JOSE PALENCIA	661 S LINCOLN	218588	\$186.00
10/5/2006	JOSE PALENCIA	661 S LINCOLN	218588	\$606.00
12/18/2006	JESSE WONG	922 E MABEL	220228	\$42.00
4/17/2007	WEI CHIN CHIANG	745 E GARVEY AVE	222853	\$166.00
6/12/2007	GLOBAL PACIFIC DEVELOPMENT	1902 SATURN	224222	\$166.00
9/18/2007	CORTILE DEVELOPMENT	522 E HELLMAN AVE	226443	\$174.00
1/10/2008	RICHARD LIU/KMC PLAZA	745 e GARVEU AVE	228723	\$180.00
7/29/2009	TRITECH ASSOCIATES	1340 ABAJO	240819	\$191.00
8/26/2009	EGL - HANK JONG	607-609 N MOORE	241409	\$191.00
11/22/2010	LOK BUILDERS INC	788 ABE WAY	250435	\$500.00
1/21/2013	LO, JOHN	2213 FINDLEY	266064	\$500.00

<b>Total</b>		<b>\$18,829.60</b>
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**ATTACHMENT 3**  
Public Notice

## MONTEREY PARK PROGRESS

3731 WILSHIRE BLVD STE 840, LOS ANGELES, CA 90010  
Telephone (323) 556-5720 / Fax (213) 835-0584

Helena Cho  
CITY OF MONTEREY PARK, CITY CLERK  
320 W NEWMARK AVE  
MONTEREY PARK, CA - 91754-2818

### PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California )  
County of LOS ANGELES ) ss

Notice Type: GPN - GOVT PUBLIC NOTICE

Ad Description:

17-10 Unclaimed Monies Notice

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the MONTEREY PARK PROGRESS, a newspaper published in the English language in the city of MONTEREY PARK, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 09/10/1924, Case No. C149820. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

09/10/2015, 09/17/2015

Executed on: 09/17/2015  
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature



\* A 0 0 0 0 0 3 8 7 8 4 3 7 \*

This space for filing stamp only

17-10 \$588-

EWA #: 2792848

CITY OF MONTEREY PARK  
320 W. Newmark Avenue  
Monterey Park, CA 91754

Take Notice that the City of Monterey Park is holding funds as set forth below. If funds are not claimed by October 26<sup>th</sup>, 2015, these funds will become the property of the City of Monterey Park in accordance with Government Code § 50052. Funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form is completed with the necessary information. The required information is as follows:

- Name, address, telephone number, and social security number (or FEIN).
- Amount of claim.
- Proof of identity such as copy of driver's license, social security card or birth certificate.
- Grounds on which claim is founded.

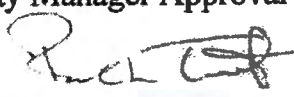
The Unclaimed Money Claim Form is available at the City of Monterey Park Finance Department, located at 320 W. Newmark Avenue, on the 2<sup>nd</sup> Floor. Funds on deposit for over three (3) years are:

#### OUTSTANDING DEPOSIT

Date	Receipt #	Name	Location	Amount
03/26/05	205877	Stephen Hong	400 Sefton	\$11,312.00
04/19/05	206436	Reling Wong	283 S. Orange	2,521.60
02/06/06	212986	Sandy Chui Wong	885 Country Rd.	1,194.00
02/16/06	213259	Chur Ven Wang	314 De La Fuente	400.00
07/05/06	216535	Wen's Construction	436 Brightwood	500.00
10/05/06	218588	Jose Palencia	661 S. Lincoln	792.00
12/18/06	220228	Jesse Wong	922 E. Mabel	42.00
04/17/07	222853	Wei Chin Chiang	745 E. Garvey Ave	166.00
06/12/07	224222	Global Pacific Development	1902 Saturn	166.00
09/18/07	226443	Cortile Development	522 E. Hellman Ave	174.00
01/10/08	228723	Richard Liu/KMC Plaza	745 E. Garvey Ave	180.00
07/29/09	240819	Tritech Associates	1340 Abajo	191.00
08/26/09	241409	EGL - Hank Jong	607-609 N. Moore	191.00
11/22/10	250435	Lok Builders Inc.	788 Abe Way	500.00
01/21/13	266064	John Lo	2213 Findley	500.00

CNS#2792848

**ATTACHMENT 4**  
Unclaimed Monies Administrative Policy 20-26

<b>City of Monterey Park Administrative Policy</b>	Policy Number: 20-26
	Issue Date: 01/15/2013
	Revised Date:
<b>Subject:</b>  Unclaimed Monies	City Manager Approval 
	Page Number 1 of 3
<p><b><u>Purpose:</u></b></p> <p>This Administrative Policy and Procedure ("AP&amp;P") establishes policies and procedures to escheat unclaimed monies to the City's general fund in accordance with Government Code §§ 50050 to 50055.</p> <p><b><u>Provisions:</u></b></p> <p>I. <b><u>Summary of Procedures</u></b></p> <ul style="list-style-type: none"> <li>A. Unclaimed money remaining under the City's control for at least three (3) years may be escheated to the City in accordance with this AP&amp;P.</li> <li>B. The City Treasurer may publish notice pursuant to Government Code § 50051 once a week for two (2) successive weeks in a newspaper of general circulation which lists unclaimed monies held by the City for more than three (3) years.</li> <li>C. Persons seeking to claim the monies may present satisfactory evidence to the City Treasurer regarding their right to recover money. The City Treasurer may then release such monies to the depositor, heir, beneficiary, or duly appointed representative at any time before the noticed meeting at which the City Council will consider escheating the monies to the general fund (Government Code § 50052.5).</li> <li>D. Unless claimed or challenged by a verified complaint, unclaimed monies become the property of the City of Monterey Park forty-five (45) days after the initial public notice Pursuant to Government Code §§ 50050 and 50051.</li> <li>E. The City Council may transfer unclaimed monies to the General Fund by resolution in accordance with Government Code § 50053.</li> <li>F. Pursuant to Government Code § 50055, unclaimed monies less than \$15.00, or any amount if the depositor's name is unknown, which remain unclaimed for the period of one year may be transferred to the general fund by the City Council without the necessity of public notification in a newspaper.</li> </ul>	



- G. The City Treasurer may delegate authority to the department that maintains the supporting records of unclaimed monies pursuant to Government Code § 50056.

II. Public Notification

- A. By June 30 of each year, the Finance Department will identify all unclaimed monies of at least \$15.00 held by the City for at least three (3) years.
- B. Unclaimed monies identified by the Finance Department will be incorporated into a public notice published once a week for two (2) successive weeks in a newspaper of general circulation.
- C. Public notices must include the following information:
  - 1. The last known owner of the unclaimed monies;
  - 2. The amount of unclaimed money;
  - 3. The City fund in which the unclaimed monies are held, e.g., the General Fund;
  - 4. Notice that such unclaimed monies become the City's property on a date that is not less than forty-five (45) days after the first publication of the notice.
- D. A copy of the approved notice format is found at the end of this policy.
- E. Proof of publication must be permanently retained as verification that the notice was placed in the publication and ran for two (2) consecutive weeks.

III. Disbursement and Funds Transfer

- A. The City Treasurer may release to the depositor of the unclaimed money, heir, beneficiary, or duly appointed representative, the unclaimed money, except as otherwise noted in this policy, if
  - 1. A claim is filed before the date the money becomes the City's property.
  - 2. Proof substantiating the claim is conveyed in writing, including the following:
    - (a) Claimant's name, address and telephone number;
    - (b) Social security number or FEIN;
    - (c) Proof of identity such as a copy of drivers license, social security card, or birth certificate;
    - (d) The amount of the claim; and
    - (e) The grounds on which the claim is made.



City of Monterey Park  
Administrative Policy 20-26  
Unclaimed Monies  
Page 3 of 3

- B. Should the City Treasurer reject a claim, the claimant may file a verified complaint seeking to recover all, or a designated part, of the money in Los Angeles County Superior Court. Such complaint must be served upon the City within thirty (30) days after a claim is rejected. The City Treasurer must withhold the release of the portion of unclaimed money for which a court action has been filed until a decision is rendered by the court.
- C. Except as otherwise provided, upon close of business on the forty-fifth (45) day after publication of the first notice, unclaimed monies escheat to the City of Monterey Park.
- D. When unclaimed monies become the City's property, the City Council may transfer them to the General Fund.
- E. Unclaimed monies less than \$15.00 that are more than twelve (12) months old may be transferred to the General Fund by the City Council without notice.

**Attachments:**

Exhibit A - Public Notification  
Exhibit B - Sample Claim Form  
Exhibit C - Resolution

**EXHIBIT A**

## CITY OF MONTEREY PARK

320 W. Newmark Avenue

**Monterey Park, CA 91754**

Take Notice that the City of Monterey Park is holding funds as set forth below. If funds are not claimed by \_\_\_\_, these funds will become the property of the City of Monterey Park in accordance with Government Code § 50052.

Funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form is completed with the necessary information. The required information is as follows:

- Name, address, telephone number, and social security number (or FEIN).
- Amount of claim.
- Proof of identity such as copy of driver's license, social security card or birth certificate.
- Grounds on which claim is founded.

The Unclaimed Money Claim Form is available at the City of Monterey Park Finance Department, located at 320 W. Newmark Avenue, on the 2<sup>nd</sup> Floor.

**Funds on deposit for over three (3) years are:**

## OUTSTANDING CHECKS

[illegible]

**EXHIBIT B**

**CITY OF MONTEREY PARK  
Unclaimed Money - Claim Form**

Return completed form to:  
City of Monterey Park  
320 W. Newmark Avenue  
Monterey Park, CA 91754

Pursuant to Government Code § 50052, I wish to file a claim for previously unclaimed monies in the amount of \$ \_\_\_\_\_ that was published in the \_\_\_\_\_ on \_\_\_\_\_. The grounds on which I file this claim are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Vender or Individual Name (printed)

\_\_\_\_\_  
Taxpayer I.D. or Social Security No.

\_\_\_\_\_  
Vender or Individual Name (signature)

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

**FOR FINANCE DEPARTMENT ONLY**

Name of Payee: \_\_\_\_\_

Original Check No. \_\_\_\_\_ Check Date \_\_\_\_\_ Check Amount \_\_\_\_\_

Replacement Check No. \_\_\_\_\_ Check Date \_\_\_\_\_ Check Amount \_\_\_\_\_

Proof of Identity Verified: Driver's License \_\_\_\_\_ Social Security Card \_\_\_\_\_ Birth  
Certificate \_\_\_\_\_

Verified By: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**EXHIBIT C**

**RESOLUTION NO. \_\_\_\_**

**A RESOLUTION ESTABLISHING UNCLAIMED MONIES BE RECOGNIZED AS PROPERTY OF THE CITY OF MONTEREY PARK AND ORDERING ITS TRANSFER TO THE CITY'S GENERAL FUND PURSUANT TO GOVERNMENT CODE § 50053.**

**IV. The attached Exhibit "A," which is incorporated by reference, lists monies held by the City of Monterey Park and unclaimed in a special fund(s) for more than three years.**

**V. Proper notice was given at least forty-five (45) days before \_\_\_\_ that if monies remained unclaimed, they would become property of the City in accordance with Government Code § 50051.**

**VI. The City processed all claims or verified complaints for such monies.**

**VII. In accordance with Government Code §50053, the unclaimed monies on the attached list in the total amount of \$\_\_\_\_ is the property of the City of Monterey Park and may be transferred from the respective fund(s) to the General Fund's cash account.**

**VIII. This Resolution becomes effective immediately upon adoption.**

**PASSED, APPROVED AND ADOPTED, this \_\_\_\_ day of \_\_\_\_, 20\_\_.**

\_\_\_\_\_  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

**APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney**

**By: \_\_\_\_\_  
Karl H. Berger, Assistant City Attorney**



## City Council Staff Report

DATE: November 4, 2015

AGENDA ITEM NO: New Business  
Agenda Item 6-E.

TO: The Honorable Mayor and City Council  
FROM: Dan Costley, Recreation and Community Services Director  
SUBJECT: Staff is requesting direction from the City Council regarding the Lions Club lease of a portion of the Service Club.

### RECOMMENDATION:

Staff is requesting direction from the City Council regarding the Monterey Park Lions Club and White Cane Days, Inc. lease of a portion of the Service Club at Barnes Park. The groups have asked for lease payments to be waived for the duration of the lease because of their current poor financial standing – the current agreement is for them to pay \$160 per month.

Possible directions to consider:

- (1) Maintain the status quo, extending the term of the current lease for three years at a rate of \$160 per month, with an option of extending the agreement for an additional three years at the end of the term; authorize the City Manager to execute the extension of the lease in a form approved by the City Attorney.
- (2) Adjust the lease payment to \$1.00 per year and extend the term of the current lease for three years, with an option of extending the agreement an additional three years at the end of the term; authorize the City Manager to execute the extension of the lease and the reduction of the lease payment in a form approved by the City Attorney.
- (3) Issue a Three Day Notice to Quit for the site unless, the Monterey Park Lions Club and White Cane Days Inc. are completely caught up with their lease payments.

Take such additional, related, action that may be desirable

**EXECUTIVE SUMMARY:**

Last year the City Council approved an extension of an agreement with the Lions Club/White Cane Days Inc. to continue to lease a portion of the Service Club at the rate of \$160 per month. This year the Lions Club and White Cane Days Inc have asked to have the lease fee be waived. Currently, the Lions Club/White Cane Days Inc. have not paid any monthly fees for this year; as of November 1<sup>st</sup>, they are \$1760 in arrears.

**BACKGROUND:**

The Lions Club of Monterey Park is a non-profit organization that is part of Lions Club International. The Lions Club mission is to help the blind, prevent blindness and promote the awareness of the plight of the visually impaired. The Lions Club of Monterey Park operates the 'for profit' business entity known as White Cane Day, Inc. which sell miniature white canes to Lions Clubs throughout the world. These are used as part of the fundraising effort to help prevent blindness.

The Lions Club of Monterey Park has been an integral part of the community (formed in the 1940's), the club is responsible for building three major components of Barnes Park; the Service Club House, the original Picnic Shelter, and the original Amphitheatre. In recent years the club has done eye screening exams for children who attend public schools in Monterey Park, this past year, they conducted over 2,500 eye exams. Other projects it has been involved with include; donations to international disaster relief, support for MERCI and City special events. At its peak in the 70's and 80's, the club had about 150 members, however now the club has dwindled to about 30 members from Monterey Park and surrounding areas.

The Monterey Park Lions Club submitted a letter (Attachment A) from President Larry Sullivan and Treasurer Russ Hass proposing this change in the annual lease rate and a forgiveness of the current year's lease payment of \$1920, because they are "destitute".

**FISCAL IMPACT:**

Depending on the Council's direction, the following are the possible fiscal impacts:

1. If the Status Quo is maintained, the Lions Club/White Cane Days will be responsible to pay \$1920 per year and \$5,760 for the three years.

2. If the Lease amount is reduced to \$1.00 per year and the current bill waived, the groups will pay a total of \$3.00 for three years.
3. If the groups are forced to quit the location, the City will lose the annual payment of \$1920.

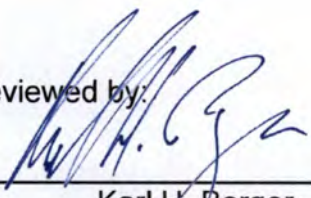
Respectfully prepared and submitted,

  
\_\_\_\_\_  
Dan Costley  
Recreation and Community  
Services Director

Approved By:

  
\_\_\_\_\_  
Paul L. Talbot  
City Manager

Reviewed by:

  
\_\_\_\_\_  
Karl H. Berger  
Assistant City Attorney

Attachments:

**Attachment A Lions Club Letter**



**ATTACHMENT A  
LIONS CLUB LETTER**





Monterey Park Lions Club  
District 4L2  
White Cane Days, Inc.  
P.O. Box #1  
Monterey Park, Ca. 91754

September 16, 2015

Mr. Paul Talbot, City Manager  
City of Monterey Park  
320 W. Newmark Ave.  
Monterey Park, Ca. 91754

Dear Mr. Talbot:

I am writing on behalf of the Monterey Park Lions Club and White Cane Days, Inc. regarding the annual charges we incur on our lease with the City for use of the Service Club Facility.

The Monterey Park Lions Club has been in existence since 1937, and the White Cane Days since the early 1950's. Since our inception the Monterey Park Community, its residents, business, non-profit organizations and even neighboring cities has been proudly served by the Lions Club.

Through the years we have been very active in giving back to the community, as an example, we have built and established the Lions Manor, which offers 126 (1) bedroom apartments providing affordable housing for seniors. Additionally we partnered in a joint venture with other non-profit organizations in building of the Service Club, the pavilion for family gatherings and amphitheater for the City of Monterey Park events.

Since the early 80's we have provided to students in Monterey Park Grammar schools a free "Eye Screening Program", a program that has reached out successfully to over 60,000 + students. Funds in support of this project come through our annual Lions Breakfast held in June every year.

We currently use the Service Club facility for two purposes; the main is manufacturing White Canes in support of White Cane Days, by the way we are now the only source for White Canes for Lions International in North America. The other purpose is storage of equipment needed in support of the Lions Annual Breakfast. Unfortunately over the last few years we have seen a steady decline in demand of White Canes nationally both for economic and regional issues.

With all said Mr. Talbot on behalf of the Monterey Park Lions and White Cane Days, Inc. we are asking the City of Monterey Park for "forgiveness" of the annual charges for the usage of the Service Club House for the equipment storage lease for the next 10 years, inclusive of the charges of \$1920 for 2015.

When we were fortunate, we were very generous. Today, we are in a state of destitute and we humbly ask for the City's assistance in granting the Monterey Park Lions Club and White Cane Days, Inc. a "Free of Charge" usage of the Service Club House for the next 10 years. During this period, we hope to get ourselves fiscally sound.

Thank you for your attention and consideration on this urgent matter.

Russ Hass / Treasurer  
Monterey Park Lions Club & White Cane Days, Inc.

Larry Sullivan / President  
Monterey Park Lions Club